



## DRAFT MINUTES School Board of Directors

Monday, September 14, 2015

**Board Meeting time: 5:30-7:30PM**

**Location: Gym**

1. Call the meeting to order: Chad called the meeting to order at 5:30
2. Roll Call, Board Members Present: Heidi Auel, Crystal Magnan, Melissa Lundeen, Evan Mosier, Tom Potter, Chad Turcotte
3. Board Members Absent: Lynda Evenson was absent
4. Others Present: Chuck Herdegen, Meg Litts, Cathy Jacobs
5. Community Forum (3 minutes): Cathy Jacobs presented on Kindermusik and TenderHearts for Kids proposals for PreK/Children's House music curriculum, sharing examples of the packets to be used with the students
6. Review and approve Agenda  
Motion: Melissa  
Second: Heidi  
Discussion: none  
Approval: unanimous
7. Review and approve the minutes from the 8/10/2015 regular board meeting  
Motion: Melissa  
Second: Crystal  
Discussion: Amended minutes to reflect C. Magnuson attending board training, not M. Lundeen  
Approval: unanimous
8. Consent agenda:  
New Hires: Karen Miles, nutrition paraprofessional; Mary Simon E2/Title I  
Motion: Melissa  
Second: Evan  
Discussion: none  
Approval: unanimous
9. Action Items

A. Old Business:

1. Update on elevator Should be here tomorrow with part needed; smoke detector also needs to be installed in top of shaft
2. SIG feedback Only 10 awarded; we had score that would have qualified us had there been more money
3. Copier Lease Went with Office Shop and was been installed Friday
4. Lunch and Breakfast Services Giovanni's is vendor; working out kinks; new paraprofessional is doing great work
5. Handbook In process
6. Crisis Plan In process
7. Beginning Policy Handbook work In process
8. Bank Accounts: getting Meg and Chuck on the accounts, closing the one account

B. New Business

1. Financial Reports:

- Review budget, cash flow, and balance sheet Our enrollment is down from what we'd projected; if we could bring that up, we could do better. Budget was also not built with lease for old building, so both factors are playing into deficit spending that would leave us with 5% fund balance at end of year.
- Follow up on promoting idea that students can participate in home school extra-curriculars (can we send out info flyers to families?)
- Open House to pull in public to see school, find out about us
- ParentAware Rating could pull in more Children's House
- Need to set finance committee meeting in next two weeks then report back to board
- Review Management Report

2. Corrective Action Plan for Special Education Audit: training completed  
Advertise SpEd audit

3. Title I Application

4. REAP Grant

5. World's Best Workforce Task Force/Committee: Melissa, Heidi, Crystal, Meg

Motion: Melissa

Second: Tom

Discussion: None

Approval: unanimous

10. Informational Items: School Director's Report

a. Enrollment: currently at **91 students, PreK 16 students**

b. Current enrollment = **107 students**

c. Playground update: We will continue to talk with Pete's about when we can complete this or roll this out; parents are very interested in making this happen and in helping out with the project; cost will be a consideration

- Might want to explore Crow Wing Power and Essential grants for this install
- d. Safe Schools Grant survey and PBIS update: Survey Results and Team Building activities from Workshop Week Building Trust was the number one area for growth from the survey; another survey will be done with students, staff, and families this fall to identify other areas of strength and for growth
  - e. Open House/First Day of School Many comments on how positive and calm our school is this year
  - f. Teachers' work agreement and staff work agreement, review copy for any changes or revisions. Consider PTO days to provide incentive; explore health insurance as well
  - g. Parent Advisory Committee (PAC) meets third Tuesdays of month, 7:00-8:00 p.m.

#### 11. Committee Reports:

#### 12. New Business:

Confirm next board meeting date: 10.12.15 board room

Finance Committee: Thursday, Oct. 1, 4:00

World's Best Workforce: Tuesday, Sept., 22 4:30

#### 13. Adjournment

Motion: Crystal

Second: Heidi

Discussion: None

Approval: unanimous