



APPROVED MINUTES School Board of Directors

Monday, October 12, 2015

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

Location: Board Room, Second Floor

1. Call the meeting to order: Chad Turcotte at 5:30
2. Roll Call, Board Members Present: Melissa Lundeen, Heidi Auel, Evan Moser, Crystal Magnan, Lynda Everson
3. Board Members Absent: Tom Potter
4. Others Present: Meg Litts
5. Community Forum (3 minutes) None present
6. Review and approve Agenda

Motion: Melissa
Second: Evan
Approval: Unanimous

7. Review and approve the minutes from the 9/14/2015 regular board meeting

Motion: Melissa

Second: Evan

Approval: Unanimous

8. Consent agenda: Tabled
Expenses
9. Action Items
 - A. Old Business:

1. Phones: Meg needs to check on the cost of the phones w/CTC and look into what it would cost to hook it up again; Need to see current landline bill, current cell phone bill, put them on a spreadsheet
 Pros: Direct lines, voice to email, ability to transfer to cell phones, security/911 with port phones; possibility of doing 3 lines and using some of the outlet phones
 Cons: additional cost, can we eliminate other costs (cell phones?), need to add port to Board Room to install
 NOTE: Cell phones in classrooms—need to have central place so that any adult can access it in any room
 Dedicate a cell phone to After Care so that families can text or call.
 Add doorbell to South Door so that people can ring in.
2. Handbooks
3. Crisis Plan
4. Policies
5. Bank signatures
6. Gym Rental: Need policy and rental agreement that includes insurance; clubs would have to provide certificate of insurance;
 - a. Need to determine session cost
 - b. Need to determine insurance if they don't have certificate
 - c. Need policy for use, including cleaning/maintenance
 - d. Different for our own students

B. New Business Tabled

1. Financial Reports:
 - Review budget, cash flow, and balance sheet
 - Review Management Report
2. Budget Cuts: Deficit of \$197,000 with cuts to areas including: PD/travel, curriculum, assessment, contracted services, adding/moving \$1,500 to training for Montessori brings deficit spending down to \$100,000. Intent had been to operate at \$70,000 deficit.

Reason for cuts is 1) decline in student numbers from what it was based on, 2) paying more for staff this year (music was paid with grant last year) and 3) paying for rent on old building still.

Looking at having Whittier help us change to different lighting to help reduce electric bills (Meg is already turning off lights to try and cut bill).

Meg needs to get bid for alternative cleaning schedule to reduce contract.

3. World's Best Workforce Report Meg will complete and send to board for review prior to next meeting
4. Leadership Training Retreat: Audubon Meg will forward email to board: let Meg know by Friday if you want to go so we can register you
5. Technology Committee (Audit, Updates, Plan) Meg will call Gary to get this going; Evan interested;

6. Montessori Training for Children's House: Jody Fischer

Motion: Melissa

Second: Lynda with addendum for payback up to \$3,000.00

Approval: Unanimous

7. Award: Special Education Audit

8. Re-Dedication Ceremony

9. Grants: Melissa

Melissa shared 6 grants she is applying for (possibly 8) so that we have a preview; we will need to get board approval for accepting any grants

10. Informational Items: School Director's Report

a. Enrollment: currently at **17 students, PreK 95 students**

b. Current enrollment = **116 students**

c. Playground update: Soil for perimeter

d. Testing

e. Library—volunteers to organize!

f. Book Fair

g. Health Inspection

h. Transom Street Numbers

i. Award: Special Education Site Audit

j. REAP Grant

k. Special Permissions

l. Newsletter

m. Lice

n. YES! Field Trip: Grade 6

Highlight was being at SJU

Discussion about fundraisers, like Un-Fundraiser letter to highlight what we've done and what we'd like to do

11. Committee Reports:

a. World's Best Workforce

b. Finance

c. Policy

12. New Business:

Confirm next board meeting date: 11.09.15 board room

13. Adjournment

Motion: Melissa

Second: Crystal

Approval: Unanimous