

Governing Board Minutes
05/15/2018

Board Attendees: Christina Allee, Jennifer Campbell, Wrenn Heisler, Angela Funya, Catherine Grube, Sandi Imbriale, Adam Malisch, Pam McLeod, Daniel Morris, Merrie Beth Nauman, Colby Nelson, Roberta Sola, Jessie Taylor

Board Members Absent: Karenan Smart

Committee Attendees: Shannon Norris

Community Attendees:

Agenda Item	Action
Convened at 5:30 PM	None
PUBLIC COMMENT: No Public Comment	DISCUSSION
BOARD DEVELOPMENT No board development	DISCUSSION
Director's Report: <ul style="list-style-type: none">● Working Staffing for next year● Received waiver from state and are not required to make up the additional weather day● Looking at building services<ul style="list-style-type: none">○ Looking at trial service options○ Looked at options similar to those at Ryken and services that already take care of part of the building.○ This option creates a gap in services to cover when the staff leaves and the cleaners actually arrive○ Need to work something to fix the issue with needing maintenance in addition to just cleaning the building○ Need to make a decision if we are going to change our model to inform the BOE by 1 July○ Need to research how KCA and Ryken are set up for maintenance issues.○ Currently because of how the position is written for the county, we only get building services. Per their contract they are not allowed to do maintenance services.○ To get maintenance services now, we need to fill in a work order, get the services and pay back the county.○ Need to look at hybrid options of the position at the charter school.○ Need to do more research and reassess at the 5 June meeting.	DISCUSSION

<ul style="list-style-type: none"> ● Final PPA was \$11,450. This was an increase to the PPA but less than the projection. Created a \$9,000 gap. Took this money out of M&I ● Still no update on the charter school grant from the state, but it looks to be a go. ● Looking at reducing consumables and more online options for items 	
<p>OLD Business:</p> <ul style="list-style-type: none"> ● Nominations Committee: <ul style="list-style-type: none"> ○ Had 3 applicants ○ Will finish interviews and have a vote in June ● Reserve Amount <ul style="list-style-type: none"> ○ Current status is around \$236K ○ Set the proposed mark of the reserve cap at \$275K to cover all exposure ○ Need to look at how we want to maintain the reserve amount: CDs, liquid money? ● Survey: <ul style="list-style-type: none"> ○ Survey questions were sent out for review ○ Planning to review the results at the retreat ● Employment Contracts: <ul style="list-style-type: none"> ○ Need to reassess the alliance contracts going forward ○ Need to reassess the artist in residency plan going forward 	DISCUSSION
<p>Budget Discussion:</p> <ul style="list-style-type: none"> ● Fundraising Budget <ul style="list-style-type: none"> ○ Propose that 60% of the budget goes back to the school ○ Proposed that 30% of the budget goes to the reserve ○ Need to reevaluate as we go forward the items that we want to prioritize ○ Added a line for athletics in the budget to account for the box tops money that comes in ○ Need to increase the teacher appreciation amount <ul style="list-style-type: none"> ▪ Spent \$293 this year ▪ Have increased numbers of teachers/ staff going forward ○ Need to relook at Environmental stipend going forward- we didn't spend it this year because we were concerned over the budget. ● Facilities Budget <ul style="list-style-type: none"> ○ No fundraising budget required for facilities ○ Current year, running better than we thought ○ Keep as much spaces as required to build in ○ Working on contract for volleyball ○ Increase in students ○ Increase in rates 	DISCUSSION

<ul style="list-style-type: none"> ○ Only included a 15% savings for energy savings for next year ○ No income taxes next year because of space allocation numbers ○ Property tax was adjusted for non-profit status ○ Reserve will actually be closer to \$200K because of lighting project ○ Still waiting on USDA Loan ○ Rental income from the school shows it going down because of the lack of a fund balance from this year. ○ Working kitchen contract <ul style="list-style-type: none"> ▪ We own the equipment ▪ We have preventative maintenance contract ▪ EMR repairs through the contract 	
<p>MOTION: Approve 2018-2019 Fundraising budgets with adjustments for teacher appreciation and the included environmental stipend</p>	<p>Approved 10-0 Absent: Karenan Smart</p>
<p>MOTION: Approve 2018-2019 Facilities budget</p>	<p>Approved 10-0 Absent: Karenan Smart</p>
<p>Building Manager Update:</p> <ul style="list-style-type: none"> ● Lead Testing on potable water sources <ul style="list-style-type: none"> ○ New Legislation that this test is required ○ Test must be completed while school is in session ○ Not expecting any surprises ○ Going to do the first round of testing on 23rd of May after the kids leave ○ Need to come up with a phased plan going forward. ○ Need to test 54 different taps ○ Going to try testing on our own to save money. \$15 for each sample if we do the test ● Building Maintenance <ul style="list-style-type: none"> ○ Completed Backflow test with METCOM ○ Start cleaning the exterior of the building ○ Still working on replacing the awning ○ Working the sprinkler tests ○ Working on the schedule for the lighting project ● Trash Pile <ul style="list-style-type: none"> ○ Didn't receive any of the grants that Ms. Calabro attempted ○ Cecil's Mills Homeowners Association is going to attempt to clean up their portion on their own this weekend ○ Looking on how we waive the fees at the dump ○ Looking into rolloff dumpster options ○ Looking at offers of community services to help with this 	<p>DISCUSSION</p>

<ul style="list-style-type: none"> ○ Don't want to do this with volunteers in case someone gets hurt 	
<p>COMMITTEES:</p> <p>Financial:</p> <ul style="list-style-type: none"> ● Need to continue to look at trends for the facilities budget planning now that we have a few years of owning the building ● No fund balance this year <p>Fundraising</p> <ul style="list-style-type: none"> ● Meeting soon to come back with a fundraising budget plan ● Goal for next year, looking to increase to \$78K <p>Community:</p> <ul style="list-style-type: none"> ● Made money on the pizza at town hall ● Had 46 adults and 42 kids at town hall ● Need to relook at the community budget numbers going forward <p>Public Relations and Outreach:</p> <ul style="list-style-type: none"> ● Working with social services on dates of touring the school ● Looking to get insight on what the families need <p>Facilities:</p> <ul style="list-style-type: none"> ● Not much to report ● Looking at the next classroom to populate ● Need to decide when we will need to lose rental income ● Looking at areas of expansion <p>Whole Child</p> <ul style="list-style-type: none"> ● Loaded on Drive <p>Charitable Giving Committee:</p> <ul style="list-style-type: none"> ● Looking at individual giving plans ● Looking at attending the RFP meeting in person 	DISCUSSION
<p>NEW BUSINESS:</p> <ul style="list-style-type: none"> ● Need to start considering positions for the executive committee ● The current treasurer is leaving the board ● Need to look at others that would consider executive spots 	DISCUSSION
<p>Future Meeting Dates:</p> <ul style="list-style-type: none"> ● June 5 ,2018 – 5:30 PM 	
<p>Actions:</p> <ol style="list-style-type: none"> 1. Need to create a team to review lottery procedures for next lottery cycle. (Summer Due Date) 2. Need to create a meeting for Facilities and Strategic Planning to start looking at RFP proposal. (April Due Date) 	

<ul style="list-style-type: none"> 3. Need more work sessions to prepare for upcoming Financial situation (April Due Date) 4. Need to get information for the local/DC fundraising class that was discussed at charter school conference (April Due Date) 5. Need to reassess building services (June Due Date) 6. Need to vote on alliance employment contracts (June Due Date) 7. Vote on the board slate (June Due Date) 8. Vote on the executive committee (July Due Date) 	
Adjourn at 7:35 PM	