

Governing Board Minutes
11/14/2017

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

Board Members Absent: Catherine Grube, Karenan Smart,

Committee Attendees: Shannon Norris

Community Attendees: Adrienne Cooper, Ms. Collins

| Agenda Item | Action |
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| Convened at 5:30 PM | None |
| PUBLIC COMMENT: 1. Committee meetings are not advertised as well as they could be 2. Not receiving information on meetings Response: If committee leads send Wrenn a message reminding her of different committee meetings, she will post them on the School Facebook Page. | DISCUSSION |
| MOTION: Approve Septembers Meeting Minutes | Approved 9-0 Absent: Catherine Grube, Karenan Smart |
| BOARD DEVELOPMENT: | Discussion |
| Director's Report: <ul style="list-style-type: none"> ○ November to December is open enrollment, Pam is updating documents <ul style="list-style-type: none"> ▪ Spanish versions of the documents will be available ▪ Brochures will be available ▪ Title 1 schools – electronic student forms and information nights. ▪ Sticking to charter with expansion ▪ 31 December will be the closing date ▪ Lottery will be the last 2 weeks of January ▪ Declaration of intent also coming out and closes in January ▪ Currently sitting at 11% free and reduced meals ▪ Maintaining weight of the lotter to get that percentage to the desired amount ○ Artist in residency <ul style="list-style-type: none"> ▪ Moving money to support the position ▪ Would like to move money from substitute to alliance then use to create a curator for the artist in residency | DISCUSSION |

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| <ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ Continue to pay on a contract bases ○ Fundraising budget had a low starting amount. <ul style="list-style-type: none"> ▪ Look at updating the current plan amount to cover the pro-rated amount ▪ Relook mid-year if we can move money around. ▪ Can pull at the reserve if required to cover the rest of the year. ▪ Recommend for future years carry over \$25,000 as reserve. | |
| <p>MOTION: Increase the 17-19 fundraising budget amount by \$8,000 to reflect additional income.</p> | <p>Approved 9-0 Absent: Catherine Grube, Karenan Smart</p> |
| <p>MOTION: Change the line item for Artist in Residence from \$10,000 to \$18,000.</p> | <p>Approved 9-0 Absent: Catherine Grube, Karenan Smart</p> |
| <p>Director’s Report Continued:</p> <ul style="list-style-type: none"> ● Next phase in budget to see if there is additional money in saving to apply to artist in residency or pull from surplus. ● Putting a survey out for next school year calendar, need to bring calendar to Board of Education in January | <p>DISCUSSION</p> |
| <p>COMMITTEES:</p> <p>Financial:</p> <ul style="list-style-type: none"> ● Askey and Askey working audit. ● Pay attention to the narratives. ● Review the draft and let Jen know if you have questions or concerns. ● Board of Education wants as soon as possible. ● Will post as soon as available, there were no material finding. ● Fundraising procedure recommendation for a percentage to go into reserve. (Not the USDA Reserve, a separate reserve) ● There is a reserve part of the audit which includes CDs, Money Market and the checking account. ● Need Alliance Budget Reserve – how much do we want to protect? <ul style="list-style-type: none"> ○ Need to account for the risk of unknown unknowns. ○ Total of school year was \$364K for operating with loan and taxes. ● Need to have future discussion on good total for reserve, and how much to contribute each year. ● Need Carrie to look into typical reserve amount and make a recommendation to the board. <p>Facilities:</p> | <p>DISCUSSION</p> |

- Long term buildout plan where and how much would take as we move forward.
- Thursday – Charter school association for those that are starting or expanding.
- Hoping to hear how the \$5.5M from the state will be divided out and when the RFP will come out.
- Kelly will go to MSDI to have another conversation and hope she will hear something.
- 5:30 PM on Thursday the group is heading up for the Panel on new Charter schools and charter expansion.
- We are only 1 of 3 non CMO organizations
- Need to get a banner for the alliance

Building Manager: (McLeod)

- Sprinkler inspection complete
- Fire Alarm inspection complete
- Elevator – sump pump needed elevator, sump pump could become an issue to separate oil and water.
- Reversing the café doors – risk assessment
- SMECO – Business incentives program to help with lighting and AC.
- Energy select in Leonardtown – package to submit – it doesn't commit us.
 - Motion sensing lights would be part of this
- Windows all caulked
- Ramped maintenance – working on welding
- Property line trash disputer – no real progress. (Need to work with Cecil Mill's Association) – County keeps checking on progress.

Fundraising: (Shannon Norris)

- January 26th is Chili Bingo and the start of Penny Wars
- March 2nd – Bay District – Vintage Affaire
- Spring Craft Fair – April 23rd
- Donors Choose list for Artist in Residency
- Scripps – Identified someone to take this over.
- Green Festival – look at combining with the craft fair
- Direct appeal at about \$12,600 (last year was \$8500)

Community:

- Moving forward with network of families for volunteering and events with contact information
- Volunteers with 5 or 6 families

PR/ Outreach (Grube):

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| <ul style="list-style-type: none"> ● Enrollment drive ● Tackle any other outreach send Catherine and e-mail <p>Health and Wellness (Taylor):</p> <ul style="list-style-type: none"> ● Grant for wellness being investigate ● Grant for \$10K for hub kids being looked at ● Aaron Gibbons – Serenity Farms <ul style="list-style-type: none"> ○ Farming and drug prevention ○ Grow up through 8ths grade ● Meeting the End of Next Week ● Donated 81 lbs of Halloween Candy. ● Staff Health Wellness – Staff on board | |
| <p>Future Meeting Dates:</p> <ul style="list-style-type: none"> ● January 16, 2018 at 5:30 | |
| <p>Adjourn at 1849</p> | |