

Governing Board Minutes
03/12/2019

Board Attendees: Karen Antonacio, Angela Funya, Wrenn Heisler, Adam Malisch, Daniel Morris, Merrie Beth Nauman, Colby Nelson, Jessie Taylor, Karenan Smart,

Board Members Absent: Christina Allee, Roberta Sola, Sandi Imbriale ,Haleigh Vance

Committee Attendees: Shannon Norris, Pam Mcleod,

Community Attendees: Eileen Chiu-Watanabe

Agenda Item	Action
Convened at 05:30 PM	None
PUBLIC COMMENT: <ol style="list-style-type: none">1. Questions related to the minutes that were not on the website. After approved they get posted. Have only had meetings in December – Only usually receive public comment and not provide response.2. Hub bus update- what does that look like.3. Fundraising – free event to the community – don’t want to feel like we are being nickled and dimed4. Artist in residence – budget- have a night for all of the kids to participate and not just 7th and 8th grader – 25% of the budget is going to the artist in residence and how can it support more of the children – is that possible to support more of the overall population.	DISCUSSION
MOTION: Approve December Meeting Minutes	Approved 8-0 Absent: Christina Allee, Roberta Sola, Haleigh Vance
BOARD DEVELOPMENT Charter renewal update <ul style="list-style-type: none">○ Most recent – human resources meetings. Provided the modified position description for the maintenance personnel. We cannot have a hybrid position – SMCPs’s issue is that their employees should not be modifying the alliance’s facility or material for legal reasons.○ The issue with the alliance in considering hiring someone is adjusting current personnel with less than a full year of work, or we would need to look at going out on our own completely.○ We would need to hire and say what the additional person would be responsible for.○ Back to the drawing board on creating that position – and the maintenance personnel would need to be outside of the	DISCUSSION

<p>SMCPS system. The county is prepared to absorb the personnel on the books if we send all 3 full years back to the county.</p> <ul style="list-style-type: none"> ○ Could we look at hiring a company to come in after hours and clean the school and also look at having a full time person during the day for maintenance and daily cleaning needs. ○ Need to have this decision made by 1 June. ○ The alliance does have employees paid by 1099s. Facilities and Media Assistant is hired by a 1099 – would need to evaluate the strategy for hiring a maintenance personnel and make sure that we carefully create the position description. 	
<p>Director's Report:</p> <ul style="list-style-type: none"> ● MSDE Grant – getting report together and since the grant came out so late, this is the first submission but we will need to put together a quarterly submission narrative on progress and challenges against our proposal along with an inventory of fund usage. <ul style="list-style-type: none"> ○ MSDE Grant site visit planned May 2nd (1000-1200) and drop into classrooms. Abbreviated tour because of PARCC testing. ○ At this meeting will also discuss the remaining 2019 money and what we want to roll into 2020 money. ○ Still need to address the strategic planning package, this was the \$80K proposal and we submitted only 50K so will need to get RFP on the street as soon as possible to address this area in the grant. ○ Some of the smart technology is in the building ○ Working on stocking out the 3rd grade classrooms with materials ● County approved the calendar – but is still draft until MSDE approves the waiver for the early start. Sent to MSDE in Mid-Feb. Asked for clarification last week which was provided. Expecting answer by 1 May. Will send out final calendar when approved. ● Hubs and Parks and Recreation involvement information has been sent out to families. Parks and Recreation is waiting to hear from people on official registration. Numbers for registration are currently low as of 12 March. Deadline is 1 June for registration, but they need to start planning staffing. There are scholarships available for families in need. (Voucher Program) just need to send families in need to them. Parents need to discuss with Park and Recreations for those that are still planning on using the hub bus, if there are options for reduced cost to use the limited time at Recreation and Parks. Need to figure out the Hub Bus after we determine if there is a parks and recreations program at the school based on registration. The hub buses would still run on the current schedule. The program is now out of the school's hands and is in the recreation and parks hands. 	<p>DISCUSSION</p>

<ul style="list-style-type: none"> ○ The driving force to move this is the shifting of staff hours with the increased needs for hub. This shift in schedules impacts the ability to schedule specials based on the beginning and end of the shifting of the day. There is also a reduced interest in staff to support these shifted hours. ○ Also we cannot support a daycare at the school since this would put the alliance in jeopardy and we do not have insurance to support this. ○ Maybe a topic for town hall ○ There may be changes to hub busses if we don't use them next year, we need to figure out the plan. ○ Facilities team is looking at the potential increase in the car line based on the changes in hub. Drop off is usually fine and morning walk will still happen, but the pick-up is where we may run into other options. ○ Bus services are not guaranteed for the school ○ Free child care is not guaranteed to the parents. ○ Table this for facilities to discuss at their next meeting ● Budget <ul style="list-style-type: none"> ○ Special education questions were asked at the last meeting with the BOE and got answers from them. Still need to work on the process of special education. ○ A couple of the Special Education questions came up during the PPA tutorial but we have not had the working session on Special education yet. ○ There are state and federal monies that come in about the line for special education services and we buy back the services that we require from the county. ○ Considering allowing the special education services to be left into the budget and just have the county provide the services, have approached running it differently but it does mean that we lose control of how we purchase the services back. Will have the discussions at the renewal meeting. ○ Special Education service hours are based on what is in their IEP and what the ratio of the case load is for a special educator. ○ Want to make sure that we have wording in the charter that covers the school based on the percentage of special education children that are enrolled in the school. ○ School wants control of the way to implement special education so that we have the services that we need and also track the financial expenditures and how the school keeps within the budget to provide those services. 	
--	--

<ul style="list-style-type: none"> ○ Proceeding forward on how to hire special education support staff may need to look at how we hire them and offering the benefits. ○ Need to look at the long term plan and understand the agreement that we are entering and look at what is financially stand for the school overall and make sure that we can maintain the support that we feel is appropriate. ○ The school is providing what the best practices are at a minimum for the students, teachers and other students in the classroom. We are concerned with the school becoming financially unstable based on the number of services that we provide based on services required. We could offer additional services if required to support additional needs, but it would come out of money being used by the school for other programs. ○ Create language for options for way we can do special education. We would possible need language that at a certain threshold that we might want to reopen the contract. We are on the line of needing one more FTE even based on one more percentage increase of special education requirements. ○ Currently at the average case load for special education requirements. Currently at 15 children to 1 special educator. ○ With the expansion we will probably need an additional special educator next year. ○ Will probably need to follow up with the board after our meeting with the BOE on that section of the Charter Renewal. ○ Need to figure out the right date to meet about special education based on what we learn and make decision based on finance. We as a board have a work session on the 12th of April. We may need to bump special education with discussions with them to discuss as a board and then get back. ● Lottery <ul style="list-style-type: none"> ○ Over 500 applications, used the new software. Sent out letters that were chosen. All accepted including the 4th first grade offers. There were 24th new kindergarten spots. Software was nice and kept things very organized. Time consuming for the first run, but will make next year go very smoothly. ● PPA 	
<p>COMMITTEES:</p> <p>Financial:</p> <ul style="list-style-type: none"> ● Financial – There was a updated budget provided, there will be budget discussions coming up <p>Fundraising</p>	DISCUSSION

- Vintage Affair complete! Waiting on final totals. Total attendees 176. 185 tickets sold. Lots of positive feedback received. Drafting thank you emails, working on cards and tax letters.
- Next events: Craft Fair 04/06/19, Yard Sale 04/26/19, Broad & Brush TBD, Discussion on trivia
- As of meeting the total for vintage was around \$12K

Nominations Committee:

- Discussed the billets that are opening: Community Member, Parent Rep and 2 – 3 year terms.
- Also discussion on the executive board.
- Roberta and Colby working the committee for nominations since Vice is up for term renewal.
- Applications are ready to go out
- Parent nominations will be first to be filled at community gathering.
- Staff position will also be up for new person and will be voted by the staff.

Community:

- Town Hall meeting is planned and will be the same format as last time with pizza, water and popcorn provided at \$1 each. Families will be asked to RSVP.
- May 14th will be the next town hall
- Fall is usually the town hall that is better attended.
- Spring sports are usually cause it to be the less attended event.
- Mathnasium will host a math night – which could be a good event for town hall

Public Relations and Outreach:

- Still working on the FAQs to get out to the community

Facilities:

- Present PHASE II floor plan drawing from Ritter

Floor plan is suitable for the needs of a new media center and music room. This allows us to expand our student population over the next two years. Adding the additional 4th grade class in 2019-20 and 5th grade class in 2020-21. The existing media center will become the 4th grade suite and the existing music room will become the additional 5th grade.

- Discuss any concerns & budget

Floor plans were shared with both the media specialist and the music teacher. Items like having plenty of outlets and locations for the smart

boards were discussed. All of this will be taken into consideration when working with the architect.	
Our accountant, Carrie Campbell confirmed that our budget amount for renovations is about \$35k. We have some items written into the grant that will bring the building up to code such as fire alarms and sprinklers building. This will help elevate some costs.	
<p>Whole Child</p> <ul style="list-style-type: none"> ● Teachers created “bucket” system to celebrate when their class reaches their core virtue goal. Stressing with staff that this is a celebration, not a reward ● Community gathering- Aretha the Crab is handing out certificates based on teacher nominations for students who exhibit core virtues. ● Will explore how to become a “School of Character” ● Will continue training with staff on Conscious Discipline ● Next meeting- tiered fidelity check to see if we have improved for MTSS ● Would like to do a contest among students and alumni to create a school motto ● Will gather help to apply for “America’s Healthiest Schools” grant ● Charitable giving will take on New Parent Orientation, Alliance Membership, Direct Appeal and Giving Tuesday next year. ● Financial situation will be communicated at Town Hall. Fall appeal will reference financial situation. ● Working on researching grants, CFC campaign, matching gifts 	
<p>Future Meeting Dates:</p> <ul style="list-style-type: none"> ● April Town Hall ● May 15,2018 – 5:30 PM 	
Adjourn at 7:04 PM	