

**Governing Board Minutes  
10/16/2018**

**Board Attendees:** Christina Allee, Kevin Emerson, Angela Funya, Sandi Imbriale, Adam Malisch, Pam McLeod, Merrie Beth Nauman, Colby Nelson, Karenan Smart, Roberta Sola, Jessie Taylor, Haleigh Vance

**Board Members Absent:** Karen Antonacio, Wrenn Heisler, , Daniel Morris,

**Committee Attendees:** Shannon Norris

**Community Attendees:** Denise Rycraft

Agenda Item	Action
<b>Convened at 5:02 PM</b>	None
<b>PUBLIC COMMENT:</b> No Public Comment	DISCUSSION
<b>MOTION:</b> <b>Approve September Minutes</b>	VOTE: Approved 9-0 Absent: Daniel, Roberta
<b>Director's Report:</b> <ul style="list-style-type: none"> <li>● Fully funded state grant: <ul style="list-style-type: none"> <li>○ Translate to appropriate forms</li> <li>○ Back date to the 1<sup>st</sup> day of school</li> <li>○ 3<sup>rd</sup> grade classroom and contractors</li> <li>○ Flexibility for year 1 to 2 transition furniture</li> <li>○ Kitchen before school starts</li> <li>○ Need bids and may reprogram as required.</li> <li>○ EFT can rollover funds into subsequent years</li> <li>○ Can start construction right away</li> <li>○ Construction in PAE section</li> <li>○ Bus was in year 3</li> </ul> </li> <li>● Still need to fundraise – this doesn't cover what we normally fundraise for.</li> <li>● No update on the USDA grant at this point</li> <li>● Carrie and Ange to manage the grant transfers</li> <li>● Transportation work session – need to work on the extra bus in the charter.</li> <li>● November 13<sup>th</sup> is the work session for the facilities</li> <li>● Safety and Security at the county level was briefed that any upgrades to the state and county will be included in money from the county to do and maintain those changes. Those changes to include security officer, ballistic glass, wiring every door to the security system, etc.</li> </ul>	DISCUSSION

<p><b>COMMITTEES:</b></p> <ul style="list-style-type: none"> <li>● Please put all committee reports on the drive the Friday prior to the meeting, including summary bullets for inclusion in the minutes:</li> <li>●</li> <li>● Fundraising/ Charitable Giving:</li> <li>● Finance: <ul style="list-style-type: none"> <li>○ Askey &amp; Askey audit has been completed during the last several months with no findings, meaning our files are in order and our financial documentation is accurate.</li> <li>○ Major insurance policies have been renewed for the upcoming year: Commercial package policy, Workers Compensation Policy, Commercial Liability Policy and the Non-Profit Liability policy.</li> <li>○ Working to adopt a non-cash item donation policy, recommendation from Auditors.</li> </ul> </li> <li>● Community: <ul style="list-style-type: none"> <li>○ Coordinating a Halloween food truck event.</li> <li>○ Planning for town hall events.</li> </ul> </li> <li>● PR/OUTREACH:</li> <li>● Facilities:</li> <li>● Building Manager:</li> <li>● Whole Child: <ul style="list-style-type: none"> <li>○ CSA will start on Thursdays through Chesapeake Farmery. For staff and car riders. They will donate money back to the school for every box purchased.</li> <li>○ St. Mary’s County has a wellness grant for \$4,000. Ange will submit.</li> </ul> </li> </ul>	<p>DISCUSSION</p>
<p><b>Future Meeting Dates:</b></p> <ul style="list-style-type: none"> <li>● November 13<sup>th</sup> – work session</li> <li>● December</li> </ul>	<p>Discussion:</p>
<p><b>Actions:</b></p> <ol style="list-style-type: none"> <li>1. Need to create a team to review lottery procedures for next lottery cycle. (Summer Due Date)</li> <li>2. Need more work sessions to prepare for upcoming Financial situation (Need a Due Date)</li> <li>3. Need to reassess building services (Need a Due Date – work session is in November)</li> <li>4. Need to discuss and allocate money to the attorney (October Meeting)</li> </ol>	
<p><b>Adjourn at 6:20 PM</b></p>	