



# Board of Directors Meeting

April 2, 2024

## General Session

### I. Preliminary

- a) Welcome to Visitor(s)
- b) Pledge of Allegiance
- c) Roll Call
  - i. Mr. Kamb – Presiding
  - ii. Ms. Tracy – Administrator
  - iii. Ms. Kirkbride
  - iv. Ms. Fleming
  - v. Ms. Manuel
  - vi. Ms. Akerly
- d) Reading of team norms by Ms. Manuel
- e) Approval of the last meeting minutes and Board Workday in March
  - i. Motion to approve last meeting minutes and board workday minutes by Mr. Kamb, seconded by Ms. Fleming, approved unanimously

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### II. Committee Reports

- a) Board Development - Facilitated by Mr. Kamb
  - i. Board members are required to send their recommendations via email for inclusion in the agenda, as per Mr. Kamb's request. The motion to move discussion items will be made and only after the committee reports have been thoroughly addressed, will the board members discuss details of the motion(s) under the allotted time in our agenda.
  - ii. Mr. Kamb reminds new board members to complete modules within one year of joining our board.
  - iii. The board has received a new applicant.
- b) Finance Team – Facilitated by Ms. Fleming
  - i. HVAC Project
    1. Motion to approve the recommended SY24 budget resolution at a new total of \$9,736,071 by Ms. Fleming, followed by a unanimous roll call vote.
    2. After reviewing financials, a projected amount of \$344k shortage this fiscal year is due to the HVAC project.
      - (1) Revised annual budget due in charter tools on May 15<sup>th</sup>
  - ii. Open Business
    1. The insurance claim is still in progress to replace vs. repair on the roof.
    2. The final payroll adjustments must be completed no later than the annual budget submission deadline. The board is confident that these adjustments will be completed promptly.
      - (1) Contracts will be sent in May
- c) Growth Feasibility - Facilitated by Mr. Kamb
  - i. Roof Replacement
    1. We are currently in the process of finalizing the insurance claim for the complete removal of the roof. The committee is working closely with Philly, Elements Exterior, and Aurora to ensure that the claim is settled in a timely and efficient manner. Elements Exterior has been a strong advocate for our project, and we are confident that we will be able to conclude the insurance claim successfully.

- ii. HVAC
  - 1. 130k under budget for change orders that will be offset by grants and insurance, but there are no definitive numbers set in place to seal in all the information. Some examples of the change orders are as follows:
    - (1) Gym lobby fixtures were not included and require a change order.
    - (2) Asepsis was found where scaffolding is required.
    - (3) Lighting
      - (a) During the HVAC project, the ceiling will be taken down and a mandate trend is coming from the state for energy efficiency. To accommodate the recommendations, considerations for LED lighting vs. smart controls will need to be made. LED lighting will save money temporarily, while smart controls will cost more but save money as well as provide true energy efficiency in the future.
- iii. Kinder Ramp
  - 1. The painting was completed 3/22
  - 2. A demo was done to move forward in smoothing, slopping, and waterproofing the ramp to prevent pooling.
  - 3. Rebar demoed step for safety
  - 4. Railing kinks near the lower end will be addressed.

d) Community Action – PTO - Facilitated by Ms. Manuel

- i. A motion to increase the budget for PTO from \$12,500 to \$18,500, along with additional cash raised from the Cash Drive by Ms. Manuel was approved unanimously to move the discussion towards New Items in Open Discussion on our agenda.
  - 1. This increase is to accommodate all events for the next school year.
- ii. Multi-Cultural Festival
  - 1. 10 families signed up for Multicultural Night
  - 2. There is a meeting scheduled for April 10th to finalize roll out plans. The board will receive minutes from the meeting.
- iii. Calendar
  - 1. Ms. Manuel collaborated with Ms. Tracy, drafting PTO activities for the 2024/2025 School Year, in efforts to enhance parent and community involvement.

e) Personnel

- i. No Updates

f) School Accountability

- i. No Updates

### III. Administrator's Report

a) Website Redesign Facilitated by Ms. Tracy

- i. Finals site is preferred for a website redesign, depending on templates but Ms. Tracy is meeting with EduNet before making any final decisions.

b) Copier Lease Facilitated by Ms. Tracy

- i. Leasing with All Copy Products looks promising as the accommodations for toner replacement are supplied to the school and include:
  - 1. An eFax, replacing two big printers that include color printing, and replacing a smaller copier for the back of the office.

c) Phone System Facilitated by Ms. Tracy

- i. \$4,000 with a current deal to get the physical phones for free.
- ii. Ms. Tracy is currently exploring monthly costs.

d) 24-25 SY Calendar Facilitated by Ms. Tracy

- i. Thanksgiving needs to be corrected.
- ii. The contingency calendar removes PD days and 1/6-7 from winter break.

A motion on the 2024-2025 second calendar reading, including the edit of Thanksgiving was approved unanimously to move the discussion towards New Items in Open Discussion on our agenda.

### IV. Public Comment

None

## V. Discussion Items

### a) Open Items - Facilitated by Mr. Kamb

- i. Strategic Plan Review
  1. Additional board workday will be confirmed once Mr. Kamb sends out a calendar doodle aiming for an April date – 5/4 will be our backup date
- ii. Spring Town Hall
  1. Ms. Manuel will email logistics after the PTO meeting, on April 10<sup>th</sup>
  2. The allotted time for Town Hall during the Multicultural Festival will be 30 Minutes.
  3. Ms. Tracy shared a Town Hall framework that will allow board members to build content based on approved Parent Communication Content in Board Workday Minutes – Not Finalized in Order, but as follows:
    - (1) Announcement of our new vision and mission – Mr. Kamb
    - (2) PTO – Next Year's Events – Ms. Manuel
    - (3) Parent Participation – Ms. Akerly
    - (4) Teacher Recognition/Highlights, Student Recognition/Highlights, Attendance Highlights, and Aurora Scholars
    - (5) Finance – Ms. Flemming
    - (6) Quick Construction Update/Operations – Mr. Kamb
    - (7) Summary
  4. Ms. Manuel will create a passport stamp for the Town Hall from the Multicultural Event

### b) New Items

- i. SY25 Projected Budget – Tabled for 5/6
  - ii. PTO request to increase budget for SY25 – Tabled for 5/6
  - iii. Motion to approve both the 2024-2025 calendar/contingency calendar with the corrected Thanksgiving days, by Ms. Flemming, seconded by Ms. Manuel, and approved unanimously.
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## VI. For the good of the cause

- a) Ms. Akerly – The Music Dept. has done a great job with recent events as well as creating a culture around respectable representation for AACCS in recent field trips as well.
  - b) Ms. Manuel – Ms. Tracy is the GOAT for working through the PTO calendar of events in a collaborative effort with Ms. Manuel.
  - c) Ms. Tracy – Thanking Mr. Kamb for extra off-site working time to complete READ act time and thanking Ms. Manuel for hosting our Strategic Planning session on our Board Workday.
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## VII. Adjournment of General Session at 8:11 p.m.