

Board Meeting Agenda

April 13, 2020.



2019-2020 Board of Directors:
(in attendance=x; not in attendance=o).

X	Cory Chastang.	X	Kristi Gregory.	X	Michael Stratton.
X	Doug Warrick.	X	Katie Decker.	X	McKara Calhoon.
X	Eric Knaak.	X	Kate Harris.	O	Jonathan Andrews.

Others in attendance: Cara Helping, Kimberly Scott, Tammi Crotteau.

1. Call to Order

Cory Chastang, President.

- Called to order at 6:03 pm.

2. Secretary's Report

McKara Calhoon, Secretary.

- Approval of March 9, 2020 Meeting Minutes. Motion to approve Eric Knaak, Michael Stratton. Unanimously approved.

3. Treasurer's Report

Doug Warrick, Treasurer.

- Financial report Q3 (Jan Feb Mar)
 - Golf fundraiser had a little more money come in - raised a little over \$8,000.
 - Preschool fees for April and May discussion
 - Collection of unpaid preschool fees - pursue the collection from these families. Tammi Crotteau has already been in communication prior to Covid-19 but will touch base again with the four families to receive updated communication in terms of payment for these past-due fees.
 - April and May pre-paid fees refunded?
 - Reducing all preschool 3 and 4 year olds to \$275 for the month of April only including reaching out to any families that have pre-paid if they would prefer a refund or to provide a scholarship, or reserve the funds as a general credit to their account. May to be addressed in the future Motion by Michael Stratton, second by Cory Chastang. Unanimously approved.
 - Security fees outstanding - try to collect a voluntary donation of \$200.
- Approve contract to reuse the same auditor as used in 2019. Motion made by Michael Stratton, second by Eric Knaak. Unanimously approved.

4. President's Report

Cory Chastang, President.

- No report.

5 . Principal's Report

Kate Harris, Principal.

- Online Learning
 - Most of the curriculum of the year was already covered. From spring break forward is typically revisiting prior lessons and large projects. Typically this time of year is the culmination of the year's learning.

- Parent support
 - Aware not to place too much of a burden on the parents with the added responsibility of students home full time and student curriculum. Providing support to the parents through resources and zoom calls with tips and tricks to keep a balance.

- Parent survey
 - This was scheduled to be sent out the week the school was announced was closing. Do we still send this out? Suggestion from the HR committee to send out a paired down survey with some components asking about the 'normal' school year (August-February) and then a few questions about the Covid-19 time of instruction and an open-ended question.

- Staff evals
 - Doing these evaluations through zoom observations. Understand all staff are returning last year, working on getting contracts signed.
 - Working on interviewing for the two new positions for the new classrooms for next year.

- Principals Evaluation
 - We will have the complete evaluation complete by June and at that time Kate Harris will receive the renewal contract to sign, after board review.
 - Staff reviews of Kate Harris are all positive. No concerns from the HR committee. Full document provided to board for review.

- Events
 - Spring Share & Book Fair have been cancelled. Potentially added to the May calendar as a virtual event, if possible.

- Lease Renewal Current Location
 - Lease is ready for 2020-2021 school year. Cory Chastang needs to sign the lease as the Board President. This will be completed soon.

6. Old Business/New Business

Cory Chastang, President.

- Pre-school tuition for April/June
 - Covered under the financial report.
- Grants-COVID 19
 - Covered under the financial report.
- Building update
 - Requests were sent out to architectural firms prior to Covid-19 without response. Tammi sent out the requests again and heard back from one firm, The Lunz Group.
 - Moving forward with the city for review of plans for zoning.
- Bank update
 - The different banking options have been analyzed. Pursuing the option with CenterState bank. Two-step process for the loan based on the stages of purchasing the building and the repairs.
 - Occurred appraisal is the next step and is in process.
- Police Department contract
 - Covered under the financial report.
- Board Membership & Positions
 - Pushed to the June board meeting.
- Board Self-Evaluation
 - Positive reviews from Kate Harris and Tammi Crotteau.

- Additional meeting set for May 11, 2020 based on current situation and needs. If possible, an in person meeting will be held at the school, if not then we'll have another meeting via Zoom and Kate Harris will set-up the link.

7. Adjournment

Cory Chastang, President.

- Adjourned at 7:34pm



Handwritten signatures in black ink, including names like "D. W. ...", "Eric ...", and "Michael ...".



Handwritten signatures in blue ink, including "Cory Chastang", "Kate ...", and "Kegan ...".