

**Board Meeting Minutes**

December 4, 2023

2023-2024 Board of Directors: (in attendance=x; not in attendance=o).

|   |                 |   |                   |   |                   |
|---|-----------------|---|-------------------|---|-------------------|
| X | Kristi Gregory. | X | Michael Stratton. | X | Doug Warrick.     |
| X | Linda Jezard.   | X | Joann Evans.      | X | McKara Calhoon.   |
| X | Traci Spoto.    | X | Kate Harris.      | O | Jonathan Andrews. |

Others in attendance: Kimberly Scott, Tammi Crotteau, Michelle Czelusniak, Cory Chastang

**1. Call to Order: Michael Stratton, Vice President.**

- Called to order: 6:19 pm

**2. Secretary's Report: McKara Calhoon, Secretary.**

- October Meeting Minutes. Motion made by Doug Warrick, second by Joann Evans. Unanimously approved.

**3. Treasurer's Report: Doug Warrick, Treasurer.**

- Financial report. Motion to approve made by Joann Evans, second by Traci Spoto. Unanimously approved.
- Update on Cosmic Fund. 100% participation, \$30k+.

**4. President's Report: Kristi Gregory, President.**

- No report.

**5. Principal's Report: Kate Harris, Principal.**

- Out of field teachers. None at this time.
- Allocation of school recognition funds. In the case that school recognition funds are granted, 20% will be reserved for school improvement and the remaining 80% will be reserved bonuses for school teachers and assistant/para teachers. Motion made by Doug Warrick, second by Traci Spoto. Unanimously approved.

**6. Old Business/New Business:**

- Internet Safety Policy. Motion made by Linda Jezard, second by Doug Warrick. Unanimously approved.
- Arnold Law retainer fee - need board approval. \$2,000 (\$5,000 in total) without expiration. Motion made by McKara Calhoon, second by Kristi Gregory. Unanimously approved.
- New board member. Motion to add Cory Chastang to the board made by Doug Warrick, second by Traci Spoto. Unanimously approved.
- Renewal of annual business license. Motion made by Joann Evans, second by Traci Spoto. Unanimously approved.
- Renewal of liability insurance in March. Continue with Mullings Insurance - motion made by

*Handwritten signatures:*  
 Kristi Gregory  
 Michael Stratton  
 Doug Warrick  
 Joann Evans

- Joann Evans, second by Traci Spoto. Unanimously approved.
- Cafeteria update. Motion to approve purchase up to \$50,000 in refrigeration and hood equipment including installation for the cafeteria made by Doug Warrick, second it by Kristi Gregory. Unanimously approved.
  - February meeting date. Moved to Tuesday, February 6th at 6:15 pm.

**7. Adjournment: Michael Stratton, Vice President.**

- Meeting adjourned at 7:08 pm

**Upcoming Board Meetings – 6:15 pm**

- February 6, 2024\*\* New Date
- April 8, 2024
- June 3, 2024