

Great Expectations School
Growing Hearts and Minds, One Child at a Time

Regular School Board Meeting at the School
Tuesday, January 18, 2011
Approved Minutes

In attendance: Jonathan Hedstrom, Amy Henrikson, Sara Hingos, Susan Miller, Suzy Schweig, Baiers Heeren, Pete James, Jeff Kern, Amy James, and Patty Nordahl.

- 1.0 Jonathan called the meeting to order at 4:06 pm.
- 2.0 Sara read the mission.
- 3.0 Suzy moved and Susan seconded to approve the agenda. 4.3 will become 5.1 and 7.6 is the auditor review. Bump up 8.1. Ayes all to approve amended agenda.
- 4.0 Consent Agenda
Jeff moved and Sara seconded to approve consent agenda. Ayes all.
 - 4.1 Minutes from December 14th, 2010 Meeting
 - 4.2 Committee Reports
- 5.0 Treasurer's Report
 - 5.1 Review of Expenditures and Fund Transfers
Amy added a memo column in our Check Detail statement to explain some of the checks.
- 6.0 Committee Reports
 - 6.1 Director's Report
 - 6.1.1 Enrollment Working Group
Pete talked about the enrollment working group and the results of the parent and staff interviews/surveys. Pete will share results at the board retreat on Friday. Everyone felt there was room for more students, but it all relates to finance and facilities. We will discuss in detail our plans for future enrollment at board retreat.

Pete was directed by the board to arrange for a new line of credit with Security State Bank. This would replace the secondary line of credit established last year to cover the state's holdback of general revenue funds, which was repaid as those funds were distributed to us. The line of credit would be secured by this year's holdback. Pete will still need two officers to review and sign the agreement once it is finalized.

Pete would like the board to confirm the hiring of Anne Mundell as a part-time special education paraprofessional in the Bear Cubs classroom. Anne is a licensed elementary teacher, trained in Responsive Classroom, who has subbed for us in the past. She is currently scheduled to work 7.75 hours per day on Monday – Thursday. Suzy moved and Jeff seconded to approve the hiring of Anne Mundell. Ayes all.
 - 6.2 Board Development Report
 - 6.2.1 Board Training Exercise

6.3 Personnel Committee Report

Last year when we decided to rehire Pete for FY2010 some concerns were brought forth and we decided to rehire with a 6-month probationary period. Now we want to review Pete's Memo of Understanding. Baiers moved and Jeff seconded to extend Pete's job as the director and to continue the terms of the MOU for the balance of the FY 2011. Ayes all.

7.0 Old Business

7.1 Action Items / Task Updates

7.2 Financial Policy Review

We reviewed financial policy.

7.3 Enrollment Policy Review

7.4 Annual Board Retreat Location/Info

7.5 Board Committee Assignments

Policy: Jeff, Pete and another person as chair

Fundraising: Suzy the liaison and Mel is possibly the chair.

Finance: Baiers, Jeff, chair

Technology: Jonathan, chair and Jeff

Communications and Community Outreach Committee: Andrew

Environmental Ad-Hoc: Sara, chair

Board Development: Sara

Personnel: Susan, Jeff

Enrollment: Ad Hoc with current members

Looking for committee members is key. We will look at these assignments further at board retreat.

7.6 Auditor Review

Don, our auditor, Skyped with us about FY 2010 audit. Don suggested we do what we can to increase our Fund Balance. Jeff asked how to do that.

Essentially enroll more kids and cut costs. Don said it's important that we try to chip away at increasing the Fund Balance over several years.

Jeff moved and Baiers seconded to approve the audit report. Ayes all.

8.0 New Business

8.1 Health Services Update

Amy James talked with us about what she has completed so far as the school nurse. Meds have been administered correctly, working on meeting requirements, vision and hearing screenings, head lice check and stomach flu education, and much more. Amy went through hours paid and looked at projected hours. She has used 20 hours of the 40 allotted. It averaged out to 6 hours/month and we allotted 8 hrs/month. Amy wanted to know how many visits to Chris there were by kids per day, and it averages out to 2-3 visits per day. She wondered what issues kids were coming to see Chris for-stomach aches, headaches, minor injuries such as cuts and scrapes. If they have a fever, diarrhea and/or vomiting students have to go home. Jeff asked how health plans are shared and with whom. Amy said we keep them confidential. However, since we are a small school, Amy shared allergy and asthma planning with all staff as we all come into contact with these students but to keep information confidential. Susan asked if teachers should have a kit including gloves, etc. for some of the more simple issues that arise.

Amy would like to apply for a grant so we could attain our own vision and hearing screening equipment if the board would permit it. Jeff asked if an \$800 vision and hearing kit was necessary since we borrow ours from the clinic. Amy responded that we would be helping our school as well as other entities by being able to share the equipment with others.

Susan moved that Amy spend 2-3 hours to write a grant for vision and hearing screening equipment and AED equipment. Sara seconded. Ayes all.

8.2 Retreat Planning

We'll be at North House in their "Fish House" starting at 8:00 am.

9.0 Sara moved and Baiers seconded to adjourn at 6:46 pm. Ayes all.

Tasks:

1. Send Susan dashboard info from Jeff.
2. Sara look at Board Dev. plan