

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

Regular School Board Meeting at Great Expectations School
Tuesday, December 16, 2014, 4:00 p.m.

1. Call to Order: Sara Hingos called the meeting to order at 4:00 p.m.

1.1 Attendance

Present: Sue Butter, Mike Carlson, Sara Hingos, Jeff Kern, Kathryn Nelson-Pedersen

Also present: Peter James, Amy Henrikson, Clara Weitz

1.2 Check-In & Two Minute Story

2. Reading of the Mission: Amy read the mission

The mission of the school is to develop in each child: a love of learning; critical and creative thinking skills; mastery of the academic building blocks; the ability to nurture family, friends and self; a strong commitment to being a contributing member of a community; open-heartedness toward others; and a passion for life-long learning.

3. Approval of Agenda

Motion by Jeff, seconded by Sue, to approve the agenda.

Add 7.4 Board Development

Add 6.1 Exception to Nepotism Policy (School Nurse)

All in favor of approving the amended agenda.

4. Consent Agenda

4.1 Approve Minutes from November 18, 2014 Meeting

4.2 Review Expenditures and Fund Transfers

Motion by Jeff, seconded by Kathryn, to approve the consent agenda.

Correction to minutes: Strike out the password for the board email accounts.

All in favor of approving the consent agenda.

5. Treasurer's Report – The Finance Committee met earlier in the day, Dec. 16.

5.1 Review Audit Report: Amy reviewed the highlights of the auditor's FY14 report.

- Our fund balance decreased by \$6,751 due to expenditures being greater than revenues.
- 93% of our revenue comes from the state of MN.
- Salaries and benefits make up the largest expenditure at 69% of total budget.
- Our fund balance stands at 5.7%.
- It was a clean audit, with no findings.

Motion by Kathryn, seconded by Sue, to accept the audit report. All in favor.

Discussion: Statutory Operating Debt is reached when the fund balance is (- 2.5%). Our policy is to keep it above 5%.

Budget to Actual Report: Figures are as expected, except for the loss of one second grade student. The spot may be filled with someone from the waiting list. General Ed income is a little higher than expected, but that will even out later.

Potential revisions for the annual January budget review: Long term forecast is for a deficit starting in FY16. A 2.5% cost of living increase is built in to the estimates that Amy presented. Finance committee discussed the possibility of adding one more student to grades 1 and 2 to generate more revenue. Alternatively, implementing a wage freeze would prevent a deficit.

The committee recommended that the board discuss adding two more students, and that Pete, Kathryn and Sue present budget information to the rest of the teaching staff, bringing staff feedback to the board to help them make a decision. Discussion followed about the pros and cons of adding more students above the cap of ten per grade, as well as the best way to get teacher input.

Conclusion: Invite teachers to a special board meeting to provide information and discuss options for balancing the budget on Thursday, January 15th from 4:00-5:00 p.m. (this is a regularly scheduled teacher meeting time).

5.2 Signature Cards: Sara, Jeff, Kathryn, Peter and Amy are signers.

5.3 Insurance: No changes will be made at this time.

6. Director's Report: Pete reviewed several items; please see his report for full details.

- Reduction of one paraprofessional staff member due to change in student enrollment.
- Looking at possibility of shared responsibility with ISD166 school nurse.
- Amazing turnout at recent parent-teacher conferences. Appreciation to the teachers for the time and effort involved.
- Pete and Dan Truchan (para) attended CPI training on nonviolent crisis intervention.

6.1 **Motion** by Sue, seconded by Jeff, to approve the exception to the nepotism policy in regards to Amy James as school nurse. Ayes all.

7. Committee Report

7.1 Bylaw Review 2nd reading: The bylaws were reviewed and several suggestions were made for further revision. There will be a third and final reading at the January meeting.

7.2 Committee Chair Assignments:

Finance - Sara

Policy - Mike

Personnel - Jeff

Board Development - Jeff

Environmental Education Liaisons – Kathryn and Suzy Schweig will share duties

7.3 Bullying Prohibition Policy: tabled until January 6th committee meeting

7.4 Board Development: Jeanne (Smith) Monson has resigned from the board.

There are openings for one more community member and 2 to 3 more parents.

8. Old Business

8.1 Board Email: Amy will help Sara set up her email account.

9. New Business

9.1 Assign Succession Plan: Jeff will present at January meeting

10. Upcoming Actions

10.1 January 23, Retreat

10.2 Budget Review

10.3 Next FY Calendar

10.4 Transportation Contract

11. Check-out

11.1 Meeting Survey

12. Adjournment: **Motion** by Jeff, seconded by Sue, to adjourn the meeting at 6:05 p.m. Ayes all.

GES Board meetings are open to all. While guests may not participate during the business meeting, our host team is available to visit, answer questions, and discuss your issues 15 minutes prior to each meeting. We invite you to share your ideas, suggestions, and concerns with our hosts during this time.