

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

Regular School Board Meeting at Great Expectations School
Tuesday, April 21, 2015, 4:00 p.m.

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

1.1 Attendance

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

Also present: Amy Henrikson, Peter James, Clara Weitz, Jerry Starr (Building and Grounds Team), Justin Pszwaro (Parent and GEF Board member)

1.2 Check-In & Two Minute Story

2. Reading of the Mission: Kathryn 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 Kathryn, seconded by Mike, to approve the agenda. Add 7.2 Approve staffing needs. All in favor

4. Consent Agenda

4.1 Approve Minutes from March 17, 2015 Meeting

4.2 Approve Expenditures, Deposits and Fund Transfers

4.3 ACNW Meeting Feedback

Motion by Sue, seconded by Kathryn, to approve the consent agenda. Correction to minutes: (7.2) Teacher is moving to a part-time role, not taking a leave of absence. All in favor.

5. Facility Plan Update: Jerry Starr reported that the facility committee has discussed ongoing maintenance and plans for the future of the building. Their guidelines are:

- Does it help make the building and grounds safer?
- Does it enhance the aesthetics of the building and grounds?
- Does it add or take away play space for children?
- What level of maintenance will it require?

Their recommendations include:

- replace the siding that is deteriorating near the entry
- relocate the hoop house closer to the wooded area in order to have a larger open play space on the playground. Jerry will talk to the city about relocating.

- plant grass seed at beginning of summer
- pave the parking lots
- make permanent four square court and basketball hoops.

Jeff asked who will pay for these improvements. GES is responsible for maintenance of the current building and the land. GEF owns the building and land, and their permission is needed to make changes/additions, which they would pay for.

The Buildings and Grounds Team requests authorization to proceed with the development of a GEF Buildings and Grounds Master Plan that will be managed by GEF and the Building and Grounds Team with input from GES Board and GES staff.

Initial approval and any changes will need to be submitted to the Building and Grounds Team for consideration and then submitted to the GES and/or GEF Board for authorization.

Motion by Kathryn, seconded by Jeff, to empower Jerry Starr and Mark Glasnapp to make a master plan for the building and grounds. All in favor.
Jerry and Justin departed at 4:37.

6. Treasurer's Report

6.1 Financial Policies & Procedures 2nd

No changes were made to the financial policies and procedures at this meeting.

6.2 Initial Look Budget FY 2016

Sara and Pete reviewed the first draft of the budget for FY16 which includes a salary increase of 2% across the board. The business manager position will increase to 32 hours per week, and a technology person will be employed 8 hours per week. Discussion about cost of Middle School students participating in sports. The budget shows a net revenue of \$22, 426 and a fund balance of 9.2%, the highest it has ever been.

Pete talked about a proposal to add 2 more paid days off for full time employees; salary increase would be 1.5% instead of 2%. Currently, employees are taking more days off than they are being paid for. Discussion about need for more days off, and about rolling over sick days to the following year. Personnel committee will discuss further.

7. Director's Report : Please see Pete's report for complete details

- Wifi update; thanks to volunteers Tom Knutson and Jon Hedstrom
- Amy Henrikson is resigning as Business Manager. Personnel committee will look at administrative team and determine what the position will encompass for the new hire. **Motion** by Jeff, seconded by Mike, to begin the hiring process for a new Business Manager. All in favor.
- Listening session with ISD166 administrators and GES parents will be held April 30 at 6:30 at GES. Board members and staff are welcome.

- New Family-to-Family Connections program is being implemented to support families that are new to the area and the GES community.
- SHIP and Safe Routes to School will provide 3rd grade bicycle safety training in May.
- Otters will make window boxes and picnic tables.
- Girl Scouts will make a buddy bench for the playground.

7.1 Re-Approve 2015-2016 School Calendar

Motion by Sue, seconded by Jeff, to approve the revised FY16 calendar. One workshop day in March shifted one week. All in favor.

7.2 Approve 2015-16 Staffing Needs

Pete would like to invite general education staff back for 2015-16, determine special education staffing needs, and move Anne Mundell to part time role, offering Anna Brown a full time teaching job in the Lynx classroom. **Motion** by Jeff, seconded by Kathryn, to proceed with personnel commitments for fall. All in favor.

Mike departed at 5:25.

8. Committee Report

8.1 Technology: Amy reported that the committee identified and discussed needs and wants in the area of technology.

8.2 Policy

8.2.1 Approve Bullying Prohibition Policy 3rd reading

8.2.2 Approve Crisis Management Policy 3rd reading

Motion by Kathryn, seconded by Sue, to approve both policies. All in favor. Kathryn will print policies and put in policy manual, kept in Pete's office.

8.3 Facility-Cleaners: Pete and Sara met with Eric Pierce from 360 Cleaning. Clarifications were made about cleaning expectations. A calendar for monthly and quarterly cleaning projects will be set up. Eric will give estimate for sanding and refinishing the floor. The conversation is ongoing.

8.4 Personnel- Director Evaluation: Jeff reported on the April 20th leadership meeting with staff, and will follow up with a survey. Jeff is meeting in person this week with several paraprofessionals to discuss further.

8.5 May Committee Meeting is Tuesday, May 5 and will focus on personnel issues.

9. Old Business

9.1 School Lock-up Procedure Update: daily lockup is going better; still need to decide on plan for closing up before breaks.

9.2 Retreat Task List: The list was reviewed to remind board members which tasks still need to be completed.

10. New Business

10.1 Graduation: There are four 8th grade graduates. Sara, Kathryn and Pete will meet to discuss details of the May 29th graduation celebration.

11. Upcoming Actions

11.1 Approve Budget

11.2 Review Insurance

12. Check-out

12.1 Meeting Survey

13. Adjournment: **Motion** by Jeff, seconded by Kathryn, to adjourn at 6:04 p.m.

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.