

# Great Expectations School

Growing Hearts and Minds, One Child at a Time

## **Regular School Board Meeting at Great Expectations School**

**Tuesday, April 23rd, 2013, 4:00 p.m.**

### **Approved Minutes**

1. Call to Order/Welcome & Introductions- the meeting was called to order at 4:05 pm

Present: Alison Lowe, Sara Hingos, Mary Haussner, Susan Miller, Jon Hedstrom, Amanda Hand, Jeanne Smith

Also present: Amy Henrikson, Peter James

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- Susan made a motion to approve the agenda, -with the addition (5.3) of "Revision of Fiscal year 13 budget", and the addition of Communications Committee report (7.4) Mary seconded-- Ayes all.

4. Consent Agenda- Susan made the motion to approve the consent agenda, Allison seconded, ayes all.

5. Treasurer's Report- Allison reported that Tim and Beth Kennedy will loan us the money beyond what our line of credit can handle. There are other interested individuals as well.

5.1 Amy put together an initial draft of the 2014-15 budget. Pete described some of issues related to the business manager's job and discussed the possibility of this part time administrative job becoming salaried with benefits. Pete raised several questions about benefits that will be discussed by the personnel committee.

There may be a change in how the federal government funds kindergarteners. Major funding changes such as this prevent GES from making budgets in far future. Amy answered how the funding and budget projections were arrived upon, equipment needs, increased office supply needs, etc. The board heard from Mary about how the teachers feel about the curriculum and classroom supply book. Questions and answers about salary increases and other line items. The board discussed priorities and the possibilities of grant writing to fund field trips. Amanda mentioned there is a lack of a music program.

5.2 Allison initiated the 3<sup>rd</sup> Reading of the financial policies and procedures. Allison made a motion to accept the fund balance policy to be 5% instead of 4%. Amanda seconded, ayes all.

5.3 Re: April Draft Revisions- Allison discussed the adjustments—projecting an overpayment by five thousand dollars in special education. Payroll taxes were overestimated also, so that change has been made. GES is now in the black about \$3,000. Also, the possible income from the greenhouse fundraiser was adjusted to \$7,000 to match what was brought in last year. Allison

made a motion to approve the revised fiscal year 2013 budget with the above adjustments, Mary seconded. Ayes all

6. Director's Report – Pete reported that the open 2<sup>nd</sup> grade spot this year will be filled. There are 16 children on our waiting list (a large percentage of our potential). Pete asked teachers if we could expand to one more in each grade, for a total of 2 additional students in each classroom. The teachers were not for it. Pete reported that all the teachers and administrative staff will return next school year.

## 7. Committee Reports -

7.1 Fundraising- the committee met and made a plan. The committee budgeted to raise \$10,000 next year. The committee will attempt an online auction instead of dragon boat pancake breakfast.

7.2 Personnel- Susan distributed a written report. The committee met twice. The first meeting was to discuss staff retention. A date by which Para-educators would be invited back for next year was selected along with our projected Para staffing needs for the 2013-14 school year. It appears that if all the students who have indicated they are returning do return, we will have similar Para needs in all classrooms except the Wolves room. When comparing numbers from this year to next we may need one less Para overall. Benefits were discussed briefly. The possible changes to health insurance benefits were also introduced by Amy at a teacher meeting to get the staff thinking about what is fair and equitable and best for GES and its staff. No decisions were made.

The personnel committee convened again (without Pete) to prepare the director survey for all staff at GES. The survey was sent out via survey monkey.

7.3 Board Development- Amanda reported that she e-mailed Tom about his lack of attendance and that we are looking for someone to fill his position. Tom seemed comfortable with that, so we can move forward. He will likely resign. Jeanne will attend the board training on May 18<sup>th</sup>. Amanda asked we all update the biography about the board.

7.4 Communications Committee- Mary reported there will be a year book this year! Mary gave specifics. Mary also brought up the need to organize all the newspaper clippings that have been collected about the students and staff in our school.

## 8.0 Old Business

8.1 Board goal: Assessment System: The teachers want it in place by next year. Sara asked what kind of support the Board can lend.

## 9. New Business-

9.1 Graduation- May 31<sup>st</sup> is graduation. There are 3 graduates. Sara will speak to GEF to see if they will fund lunch, gifts etc.

9.2 Summer Meeting- Amanda wondered if there was any flexibility. The June board meeting has been moved to June 17<sup>th</sup> at 4:30, July 16<sup>th</sup> at 4:30, and August 20 at 4:30

9.3 Insurance Review- The school's insurance needs to be reviewed next month...Amy and Pete will look at this

9.4 Audit and Tax Return Agreements-same as above

10. Adjournment- Allison moved to adjourn. Mary seconded at 6:05 pm. 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 30 minutes prior to each meeting. We invite you to share your ideas, suggestions, and concerns with our hosts during this time.