

**Board of Trustees Meeting**

Monday, November 28, 2022

In Person

6:12 pm – 8:40 pm

**MINUTES**

1. Call to Order Bishop
2. Roll Call

 A. Present and constituting a quorum (in no particular order):

 Chair Barney Bishop, Parker Campbell, Pam Griggs, Matt Mohler

Also present: Principal Hope Carrasquilla, General Counsel Jeff Kottkamp, Esq.

1. Additions to the Agenda
2. Thursday, December 1, 2022 – Speaker Dr. Frank Douglas
3. Public Comment - None

1. Consent Agenda - **Motion** to approve minutes: Matt Mohler, **Seconded** by

Pam Griggs - **Motion Carried**

1. Minutes of November 14, 2022, Board of Trustees Meeting
2. Minutes of November 28, 2022, Special Board of Trustees Meeting-IT Vendors
3. Treasurer’s Report Griggs
4. Financials as of September 30
5. November 7, Finance Committee Meeting
6. Things in the works for financial assistance: enrollment support, marketing, consolidate classes, giving tree, grant writing
7. **Motion** to accept Treasurer’s Report: Matt Mohler, **Seconded** by Parker

Campbell – **Motion Carried**

1. Board Chair’s Comments Bishop
2. New IT Vendor

1. Aegis Contract – No liability for security breach, hack, etc.; interest rate for

overdue payment 18%

1. New Marketing Company - MKS Communications

1. Marketing meeting is December 2 - Barney Bishop & Pam Griggs

1. Ad Hoc Committee on School Discipline – need to find a replacement for PSO rep on committee
2. Board meeting attendance by administration – Does the Board of Trustees feel that administration should attend Board meetings along with Principal Carrasquilla? Barney Bishop: Director of Operations should attend; Matt Mohler: All admin and directors, along with one teacher should attend each meeting; Parker Campbell: Principal only, but meeting supporting documents need to be sent out earlier, so if there are any questions Principal can ask admin in advance; Pam Griggs: Principal only.
3. Reports
4. General Counsel’s Report Kottkamp

1. Two Board members have been called for food service matter

2. LCS – asked them to remove matter from scholar’s file

3. Field trip transportation by parents needs to be discussed with Jack Taber

 a. Need to talk with Tomahawk about transportation; assigned to

Finance Committee

1. Principal’s Report Carrasquilla

1. Enrollment – standard definitions need to be established

a. What is the status of the 5 seats that have been offered but not heard back from?

b. Withdrawals – standard categories need to be established; ex. Behavior, moved, asked to leave, suspended, refused to sign contract

 2. *SchoolMint*

 a. Need to update enrollment number on *SchoolMint*

 b. How much was *SchoolMint* last year?

 c. What is the charge for add on of FOCUS sync

 d. **Motion** to approve cost for *SchoolMint*: Parker Campbell,

**Seconded** by Pam Griggs – **Motion Carried**

 3. Surveys

 a. Faculty Survey – Summary at December 14 Board meeting

 b. Family Survey – additions and changes to be made

 1. Topics to add: Safety & Security, Uniforms, Transportation,

Communication

 4. School Lunch Program – Outstanding balances

 a. What is the outstanding balance?

 b. How many are no longer at the school?

 c. Discuss in Finance committee meeting

 5. Re-enrollment: What is the date in December re-enrollment will begin?

 6. Discipline Report

 a. standard categories for why suspended, ex. Behavior, fighting,

insubordination, bullying

 b. Discipline Committee assigned to establish these categories

 7. Tutoring Program – add to December 14 meeting

 a. ESSER supplemental money for 300 hours for free

 C. Faculty Report Reilly

 1. Books needed for 2nd semester

 2. After school employees – paystub v actual time frame worked on paystub

 D. PSO

 1. Carnival: approx. 400 in attendance

 a. Share nights: $1,600, Carnival expenses: $1,800-$2,000,

Sponsorships: approx. $10,000, Profit at door: $6,000,

Net Profit: $15,000

1. Old Business Bishop
2. Request for Qualifications (RFQ) for Construction & Facilities Committee on Architecture/Engineering/Construction Management for Campus Design – dates will be sent out in a few days
3. New Business
4. Board of Trustees Board meeting future dates:

Wednesday, December 14, 2022 – Microsoft Teams

Tuesday, January 10, 2023 – Microsoft Teams

Monday, January 30, 2023 – In Person

Monday, February 13, 2023 – Microsoft Teams

Monday, February 27, 2023 – In Person

Thursday, March 9, 2023 – Microsoft Teams

Monday, March 27, 2023 – In Person

1. 8:40 pm -  **Motion** to Adjourn by everyone, **Seconded** by everyone – **Motion Carried**