

5-5-05 Executive Committee Meeting Minutes

Members Present: Steve Street, Sandy Chenore, John Rattle, Lori Reinsvold, Eric Umholtz, Nicole Ward, Terry Story (arrived 7:36pm), Bill Fisher (arrived 8:07pm).
Absent: Lori Bothwell.

Administration Present: Harlan Ptomey, Rebecca Dougherty, Nathan Buxman and Kim Knutson.

- I. Meeting was called to order at 7:04pm.
- II. Communications: none
- III. District 6 Communications: a) letter from Mr. Pariso-FTE: Lori R. reported that the EC Board had written a letter to District 6 explaining our request for 945 FTE and projected Proforma and she also reviewed the letter from Mr. Pariso to the EC Board in which he stated his concerns, questions and disappointment with our FTE request. Lori R. explained we are seeking legal advice and reviewing our contract with Dist 6. b) Letter to incoming superintendent: Lori R. recommended that the EC Board form a letter to Dr. Dryer, inviting her to meet with the board and come see our facilities. Question was asked, should we do it now? Sooner the better was the recommendation. Lori R. will draft a letter and bring it to the next EC Board meeting. Harlan met with Cheryl Wangeman to discuss the high school schedule. Lori R. asked Harlan, to submit a written report to the board regarding the meeting with Cheryl.
- IV. Approval of Agenda: Additions to the agenda were: Add to VIII. Personnel Items a): Two letters of resignation, XIII. Frontier Academy Facilities Corporation: a) Update-Eric, and XIV. Business / Finance: a) Maintain Reserve Fund-Discussion. Motion made by Eric to approve the agenda as amended; seconded by Steve. Motion carried unanimously.
- V. Approval of Previous Minutes: Suggestion was made, to designate Lori Reinsvold or Lori Bothwell in minutes for clarity. Motion made by Eric to approve minutes of 4-21-05 EC Board Meeting as corrected; seconded by John. Motion carried unanimously.
- VI. Hearing of Persons Desiring To Speak To An Item On the Agenda: Dee Buettner asked if a decision was made regarding the letter that was submitted to the Board regarding Student Conduct at the Secondary School. Lori R. and John advised her that the board is waiting to gather all necessary information, before making a decision and that a letter from the board had been sent to her stating that the board was gathering all information necessary to make a decision.
- VII. Committee Updates: a) Grant Writing-Rebecca reviewed (See Attachment 7a) Grant Accountability Progress Report. Christi Barnes will submit a written Grant Accountability Progress Report to each EC Board Meeting. Mr. Budzynski reported that he is waiting to hear back on his grant proposal. b) Joint Use: Lori R. reviewed (See Attachment 7b) April 2005 Joint use Meeting at University School. c) Foundation: Kristi Lehnert gave a brief

report from the Foundation Corporation and suggested that new blood is needed to get the Foundation Corporation Committee up and running again. She would like to remain as a member of the committee, but not lead it any longer. A work session will be scheduled this summer and also send out a letter before school is out asking for volunteers. Lori R. will call a meeting of the Fund raising Committee and will report back at the next board meeting.

- VIII. Personnel Items: a) 2 Letters of Resignation: Rebecca reported that she has received letters of resignation from Tiffany Helmick and Mandy Hagler. Sandy will send letter of recognition to Tiffany and Mandy. **MOTION** made by John to accept the 2 letters of resignation; seconded by Nicole. Motion carried unanimously.
- IX. Review of Previous Action Items of the Executive Committee: nothing
- X. Special Items:
- a) Graduation update: Debbie Brownlee, Sean Madden and Toni Curtis updated the board (See Attachment 10a) Graduation Calendar. Graduation will be Saturday, May 21st in the athletic field. If the weather is bad it will be moved to Grace Church.
 - b) Capital Improvement: John reported that the Facilities Committee is in the process of getting bids and will present them at the next meeting with a list of priorities.
 - c) Review Health Insurance Plans: Kim reviewed the current plan and proposals from Anthem and CNIC (See Attachment 10c) Health Insurance Proposals 2005-2006. Kim asked for approval, if possible tonight. John would like to review the utilization of past years. Our broker should be able to provide this information to us. Once John has made his recommendation, then the board will make a decision, hopefully at the next EC Board meeting of May 19th.
 - d) Staff Positions and Resumes: A list of new hires and their resumes (See Attachment 10d) were handed out to the board members.
 - e) Calendar: Harlan distributed copies of the combined calendar (See Attachment 10e). **MOTION** made by John to accept the calendar as presented; seconded by Eric. Steve-yes, Sandy-yes, John-yes, Lori R-yes, Eric-yes, Nicole-yes, Bill-yes, Terry-yes. Motion carried unanimously.
 - f) Sick/Personal Days Compensation: John had correspondence regarding current policy to pay \$50 per day for remaining personal days. **MOTION** made by John to pay off unused personal days at \$50 per day regardless of status of teacher returning for upcoming school year; seconded by Bill. Steve-yes, Sandy-yes, John-yes, Lori R-yes, Eric-yes, Nicole-yes, Bill-yes, Terry-yes. Motion carried unanimously.
- XI. Education: nothing
- XII. Administration: a) Administration Plan for Summer: Harlan and Becky will be working on the Policy Manual, Building Policy, Move 6th grade to the Secondary School, order textbooks and teaching supplies. b) 04-05 Report on Frontier: Lori R. would like the administration to start working on an annual Report on Frontier Academy by collecting data on accomplishments, awards, EIPS, experiences, expulsions, as much information on the operation of the

- school as possible. Create new brochure for the Elementary School for next year. Report where we do well and where we did not do well academically.
- XIII. Frontier Academy facilities Corporation: a) Update-Eric: Bids on the top 6 items will be discussed at the next EC Board Meeting.
- XIV. Business / Finance: a) Maintenance of Reserve Fund-Discussion: The Board discussed some year-end expenditures including some needed maintenance items at the elementary building, hiring an HR consultant to update our personnel policies & handbook, and potentially paying a small retention amount in June for those teachers returning next year. John also reported that Frontier submitted its annual 05'-06' budget to District 6 last Friday April 29th, before the May 1st deadline.
- XV. Hearing Of Persons Desiring To Address The Executive Committee: No Board applications have been submitted so far.
- XVI. Items of General Discussion By The Executive Committee Members: Lori just wanted to say great things are happening at Frontier Academy, The Girls Soccer team could have gone to State, if they won today's game, The Wizard of OZ play at the Elementary School was fantastic, Graduation will be May 21st, and CSAP scores were the highest in the district. Becky invited everyone to the Gallery Hop, Garage and Plant Sale at the Elementary School this Saturday and we also need help moving furniture donated to us from UNC. Noah Figueroa will be joining the EC Board in July, he will replace Nicole Ward.
- XVII. Executive Session: a) Personnel b) Contract: The Executive Committee went into Executive Session at 8:50pm. Open portion of meeting resumed at 10:45pm. No motions made.
- XVIII. Meeting adjourned at 10:48pm.