

12-7-06 Executive Committee Board Meeting Minutes

Members Present: Noah, Mark, John, Michael, Chris, Sandy, Veta, Eric, Terry (6:33pm), Bill (6:35pm). Absent: Marcia.

Administration present: Rebecca Dougherty, Amy Wyndelts, Kim Knutson.

- I. Meeting called to order at 6:29pm.
- II. Communications: a) 2 parent letters- will discuss in Executive Session.
- III. District 6 Communications: a) School Accountability Report will be discussed tonight during Special Item g.
- IV. Approval of Agenda: Motion by Eric to approve the agenda; seconded by Chris. Motion carried unanimously.
- V. Approval of Previous Minutes: a) 11-2-06- Motion by Terry to approve minutes of 11-2-06 EC Board Meeting, as amended; seconded by Eric. Motion carried unanimously.
- VI. Hearing of Persons Desiring To Speak To An Item On the Agenda: no
- VII. Committee Updates: a) '07 Gala- Nikki Lewis and Kelly Weber are looking into alternate sites to hold the Gala. Gala Committee will hold it's next meeting on Tuesday, December 12th.
- VIII. Personnel Items: a) Debbie Murray has resigned as Lunch Program Coordinator. She will continue as Communications Coordinator.
- IX. Review of Previous Action Items of the Executive Committee: none
- X. Special Items:
 - a. Elem & Secondary Crisis manual/response: Becky reviewed the Elementary Manual with the EC Board and Mr. Pfof reviewed the Secondary Manual and will send an updated copy to the board. Michael will review the manuals and give feedback to the EC Board at the next meeting.
 - b. Board Retreat date & Agenda: Retreat will be held on February 10th from 8am to 2pm. Becky will check on a room to hold the meeting. One item for the agenda will be to compare CDE results with audit.
 - c. Review Strategic goals: #7-Becky/Harlan- no report, add to next agenda. #8-Becky/Harlan: Becky has worked with other schools and administrators discussing sharing of resources. Relationship with District 6-we are off their radar for now. We have interacted with some district employees. There is a lot of confusion on financial resources. They lost top 3 financial employees. #9-Noah/Veta- no report, put on next meeting agenda. #10-John/Sandy- Mission and Vision Statements have been posted in classrooms and halls of all three buildings. Transition Plans-5th graders spent day at the Secondary School for transition to 6th grade. Debbie Murray, communications coordinator, has combined the elementary and secondary newsletters, e-mails notifications to staff and parents and works with high school website. Reverse calling system- have equipment, almost ready for operation. Hope to have operational by February. Website working very well.

- d. Board resolution on bond investments: Kim reported that the \$300,000 reserve fund is in a Wells Fargo Investment Account. She needs authorization for 2 people to be given trading authority and online access to the account. **MOTION** by Bill to give authority to the Business Manager and Treasurer to trade and access account online; seconded by Eric. Voice Vote: Mark-yes, Veta-yes, Eric-yes, Bill-yes, John-yes, Terry-yes, Chris-yes, Sandy-yes, Michael-yes, Noah-yes. Motion carried unanimously.
 - e. Video Recording Board Meetings: Matt gave a brief overview of why he felt video recording the board meetings would be beneficial. EC Board members had opportunity to voice their opinions and give feedback. **MOTION** by Bill to approve, on a trial basis for 6 months, video recording the EC Board meetings and making recording accessible online. The current and previous meetings should be accessible for viewing. EC Board will review in 6 months; seconded by Noah. Voice Vote: Mark-yes, Veta-yes, Eric-yes, Bill-yes, John-no, Terry-yes, Chris-yes, Sandy-no, Michael-yes, Noah-yes. Motion carried 8 to 2.
 - f. Reimbursement rate: EC approval of current rate of reimbursement. **MOTION** by Bill to approve reimbursement rate to 80% of IRS rate, effective January 1, 2007; seconded by Terry. Voice Vote: Mark-yes, Veta-yes, Eric-yes, Bill-yes, John-yes, Terry-yes, Chris-yes, Sandy-yes, Michael-yes, Noah-yes. Motion carried unanimously.
 - g. School Accountability Report: John reviewed the report in the Tribune and stated his concerns with the report. He suggested writing a letter to the editor from the EC Board President. Principal Meetings-Not time too evaluate report issues (See Attachments g-1 & g-2). Administrators were asked to give an in-depth report at the January EC Board meeting.
 - h. 2nd reading policies: Policy 4.8: Staff Qualifications- We have waiver, our teachers must meet requirements. **MOTION** by Bill to approve as amended; seconded by Eric. Motion carried unanimously. Policy 4.10: Employees with Serious Communicable Diseases- No changes. **MOTION** by Bill to approve as written; seconded by Michael. Motion carried unanimously. Policy 4.21: Basic Salaries for Personnel- **MOTION** by Mark to approve as written; seconded by Terry. Motion carried unanimously.
 - i. 1st reading policies: Add to next agenda
- XI. Administration: a) Secondary Principal report: (See Attachment 11a). b) Elementary Principal report. (See Attachment 11b). FA parent, senior high, junior high and staff questionnaire results (See Attachments 11-c, 11-d, 11-e, 11-f, 11-g).
- XII. Frontier Academy Facilities Corporation: a) nothing
- XIII. Business / Finance: a) Review Budget- (See Attachments 13a & 13b). Kim reviewed changes due to bond refinancing. **MOTION** by Bill to approve the Adjusted Budget; seconded by Eric. Mark-yes, Veta-yes, Eric-yes, Bill-yes, John-yes, Terry-yes, Chris-yes, Sandy-yes, Michael-yes, Noah-yes. Motion carried unanimously.

- XIV. Hearing Of Persons Desiring To Address the Executive Committee: Carolyn Benton suggested that the kitchen be thoroughly cleaned before the new food service begins and to maintain a level of cleanliness.
- XV. Items of General Discussion By The Executive Committee Members: Thank you to Noah for the new sign on front of the building. Thank you to the EC Board for the \$50 Scrip gift to staff.
- XVI. Future Agenda Items: e) Fundraising-committee just met and are still reviewing.
- XVII. Executive Session: a) Personnel b) 2 parent letters: EC Board went into Executive Session at 9:30pm. Open portion of meeting resumed at 10:58pm. No Motions.
- XVIII. Meeting adjourned at 11:00pm