

C.S. Lewis Academy
Governing Board Meeting Minutes
March 11, 2009
7:30 P.M.

Work Session: 7:00 P.M. School Policies Training – Implementing Policy Governance

CALL TO ORDER: 7:36pm Present: Kristi Hansen, Lauren Ploeger, Gwen Heath, Jason Finch, Karen Monsen, Misty Ure, Jaymie Ure, Reba Vest, Lena Barney, Diane Samudio, Brynn Janke, Lincoln Fillmore, Shelia Watkins

PLEDGE OF ALLEGIANCE

INVOCATION/INSPIRATIONAL THOUGHT

CONSENT AGENDA – motion to approve items on the consent agenda by Kelly, 2nd by Gwen, unanimously approved

- Approval of minutes from Feb 11th board meeting
- Bills
 - February expenses \$196,105.56
 - YTD expenses \$609,327.64

PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS – 5 min

Determined that anything requiring a vote must be submitted to the board a minimum of one week prior to the board meeting with complete information about the item to be voted on. If not submitted timely, the vote will wait until the following board meeting.

Misty & Jamie Ure were asked by Mr. Finch to attend and address the board regarding the attendance issues with their children. They have been making good efforts to get them to school. Have had problems because they're new to Santaquin & don't know anyone. Asked how they feel about the attendance policy, response that it's a good policy. Can the school help with carpooling? PTO can send a newsletter out regarding carpooling.

Kristi Hansen invited by Mr. Finch to provide information about school lunch program. She has met with the lunch lady at Reagan and learned how they did it. It's doable for CSLA. Will it pay for itself? Yes in the long run. Startup costs? Will get more information for next meeting. There is intense paperwork required by the state. Waiting to see how long it will take. Brynn has some of it started and will get it to Kristi. Meals will be based on Nutrikids software, unsure of the costs for the program. Uses rice cookers, warmers, etc since there are not cooking equipment installed in the kitchen. Believe that Reagan is on the federal lunch program, will find out for sure. State pays for food – purchase in advance. They charge \$2 for lunch – full price & state gives \$0.50 per lunch. 42% of CSLA students qualify for free or reduced lunch. Kristi is interested in being the food service employee if we can move forward on the program. All info will be emailed to Lena by April 1st to send out to the board.

FORMAL PUBLIC HEARINGS

REPORT OF PTO (Parent Teacher Organization)

Literacy Festival was a great success. Gross \$1,100 from baskets, \$1,400 tickets/food. Estimated \$800-\$900 spent so a rough estimate is net of \$1,600. Ran out of food, running back & forth to Walmart, Volunteers didn't show up.

May 16th Spring 5K Breakfast/Yard Sale – suggestion that we call now for DI trailer to be left in parking lot to load up stuff that doesn't sell.

Spelling Bee is March 19th.

Gwen asked is there a science fair date? If it's held in April, we can include it in the yearbook. Wednesday after spring break?

When will Hope of America have t-shirts for a group picture so it can be included in the yearbook? Not sure.

UNFINISHED BUSINESS

- Marketing Strategy/ Brochures

- Parades are big
- Bookmarks to hand out – 5,000 for \$95 from Rush Flyers. Give these to the public library to hand out.
- Pencils - \$1,440 for \$215.
- Postcards to hand out.
- Reba will work on a brag book
- Kelly's aunt has machine to make vinyl window stickers at cost. Less than \$50 for materials – PTO could handle as a fundraiser.
- Kelly will write articles/press releases for papers.
- Advertising – Nephi paper 4X6 ad \$180.00 for 4 weeks, \$60.00 for 1 week, Magazine \$325 for ¼ page ad for 3 months, \$200 for 6 months – not sure if pricing for magazine sounds right.
- Open Houses – Reba & Lena Thurs, Apr 2nd 6:00 – 8:00; Lauren & Kelly Wed, Apr 22nd 6:00 – 8:00; Karen & Reba Tues, May 5th. Lena put together a flyer for open houses.

Motion by Lena to approve spending \$215 for pencils, \$300 for brochures, \$95 for bookmarks, and \$180 for Nephi paper, seconded by Kelly – discussion do we really want to spend on advertising in Nephi? We don't have many students from Nephi. Motion by Gwen to revise approval to replace \$180 for Nephi paper to \$350 for magazine ads, seconded by Lena, unanimous approval to spend \$960 as outlined. Brynn will talk to magazine, Lena will coordinate brochure, Reba will order pencils, Gwen will order bookmarks.

- K12 Plans for 09-10 School Year – K12 Coordinator. Most of the faculty is adept with K12. Rhiannon has been mentoring, modeling, manages scantron, leveled courses. If she could be there 2 days a week, she'd do mentoring & some professional development. "Curriculum Director" teacher with 3+ yrs experience, level 2 license est. \$38K/yr. Discussion – can we get someone to cover the bulk of her duties elsewhere? Is there someone on staff now who might apply for the position? Impartial teacher who doesn't have experience with staff might assess teachers better. We have a unique curriculum. Can we still have a K12 contact – someone who could do training, etc. Believe the answer is yes. Jason to get a liaison with K12, talk to Sue to find out if it's part of the services – included in the price – maybe Rhiannon can still be on call? Rhiannon's contract is up at the end of June. She can train new person if we hire before she leaves. Discussion about hiring an administrative assistant – someone who knows about teaching.

NEW BUSINESS

- 2009-2010 School Year Budget – funding bill passed & amended in senate to fix the kindergarten part. Next year cuts 6% of state funding 4% cut from this year's starting point. Some additional federal funding is anticipated. Extended day kindergarten funding. This year's budget nixed. Brynn sort of told teachers that since the 401K match was gone we would do all we can to keep the performance pay intact. Discussion about how to fund it.
- Optional 1st Grade Bubble – 55 students – three classes of 20 leaves room for 25 in each class. Approved to hire another 1st grade teacher plus a 6th grade teacher since Ms. Tagg is moving up to 8th grade.
- 7th & 8th Grade Enrollment/ Number of Classes – Can we have a few 7th graders with the 8th grade? A combined class? Expansion deadline is April 1st.
- Kindergarten Class Configuration '09-'10 – Need more in regular (1/2 day) kindergarten classes than in all day. Could we enroll all as AM, then have some who continue on in the afternoon. Kindergarten assessment is next week.

REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES

- Director
- Business Manager – Brynn is resigning at the end of March. Discussion about replacing her. Options: 1) Lincoln hires someone new to replace her; 2) Lincoln arranges to outsource some of her functions – can find someone with marketing background 3 days/week. 3) manage off-site with savings subsidize an outside marketing consultant. Discussion – if we had Lincoln do the essentials and pick up the slack elsewhere, would it be enough

to keep the performance pay? Right now, Brynn is is the backup at the front desk – get volunteers? 4) don't replace Brynn and Lincoln issues a refund. Consensus – do not hire a replacement for Brynn.

- o Need Lauren to sign tax return, sign misspelling will be fixed. Positive report on the ESL Program!

REPORTS BY PRESIDENT AND BOARD MEMBERS – none.

PETITIONS AND COMMUNICATIONS – none.

EXECUTIVE SESSION (May be called to discuss the character, professional competence, or physical or mental health of an individual) 10:15PM – 10:41PM

EXECUTIVE SESSION (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)

ADJOURNMENT 10:42PM