

C.S. Lewis Academy
Governing Board Meeting Minutes
April 8, 2009

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION/INSPIRATIONAL THOUGHT – Kelly Carter

CONSENT AGENDA – Unanimous Approval

- Approval of minutes
- Bills
 - March expenses \$135,103.17
 - YTD expenses \$1,358,212.56

PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS

Sarah Olsen regarding dress code – as a parent on the dress code committee she would like to give parents an idea of next year's dress code so they can start shopping. Changes will help out parents. Want to see white long sleeve shirt allowed under navy polo, school logo t-shirt on Fridays with jeans, adding more colors – survey was sent out 75 returned (of approximately 180 families) – most wanted to add red. Add black pants, allow exterior pockets on pants, add corduroy, allow any color hair bows. Want to make things easier for parents to purchase items, allow more individuality with students, give more variety. Question from board – aren't bow colors allowed already – response that it's very vague.

As we are writing policy governance, we are clarifying the purpose of committees. Committee of the board will brief the board on their findings. Surveys shouldn't go out without the board being aware.

Sidnee Armstrong regarding Sees Candy Fundraiser – opportunity for summer job for students \$0.65 or \$0.80 purchased by school, sell to family at a markup, Retailers for \$2.00 to sell. Students keep profits for those they sell. Can the special ed department sponsor this? PA system in each classroom - \$1,000 per room; is there an issue as far as finances for the school's tax exempt status because we let kids keep the profits? No – selling to the parents at a profit (school fundraiser), not a re-sale situation (what happens after that is not school's business). Falls under PTO or administrator's authority, not board.

Diane Samudio regarding Librarian – add staff member to the school, part time librarian 20 hrs/week 10:00 – 3:00 four days a week. Volunteers this summer spent hundreds of hours, volunteers serving every week. Many materials have been destroyed because students were there unsupervised. A few not treating the library with the respect it should be given. Children leave the school (move, transfer, etc) and we don't follow up to get books back so we have lost a lot. We need a catalogue system to track books. We need a person with a key to open and lock up. Last year our #1 priority was a librarian – funding stopped it – the board is very desirous of hiring a librarian.

REPORT OF PTO (Parent Teacher Organization) – No 5K in May – will be postponed to next fall. Yard sale postponed but won't be in conjunction with a 5K. Too busy – not able to coordinate properly.

UNFINISHED BUSINESS

- Marketing Strategy/ Brochures – In Progress.
- Kindergarten Class Configuration '09-'10 – all day based on economic & academic needs (at-risk factors), declare income & complete testing to determine if they are placed in all-day class. Students with both risk factors will be placed first. Also consider parent desires/requests after needs determined. 50 students per grade level. All day kindergarten is actually optional extended day. Considering two classes of 25 in the AM, then 25 students remain for supplemental in the PM (all day). Question – Reba Vest, will this be able to free up one teacher for afternoons? We should be able to do this in one class with a Title One aid, so yes; one AM teacher for kindergarten part time – might be able to hire that person for afternoon teaching, like P.E. Currently have all at-risk students in one class in the morning – would split to two classes and then combine in the afternoon to one class with an aid.
- School Lunch program – Tony Hansen

Research from state & federal sites, training manuals, etc. Conservative numbers based on last year's numbers to show cash flow. Federal funding, state funding, student funding (\$1.66), reduced student funding maximum \$0.40. To qualify for state & federal funding the lunch program needs to be non-profit.

Received 2 of 3 quotes for equipment needs so far. Do we need ALL proposed equipment? Have we looked for used equipment – ebay, ksl, restaurants going out of business, etc? Not at this point. Worst case scenario - \$25,000 for all equipment based on bids received. Do we know if our kitchen meets the needs – Tony will check with Utah County Health Dept.; Food Handler's permits needed, Hood/grease trap - \$15,000 estimate for hoods – needed for ventilation, even without major cooking. Need to check with city to see if grease trap required outside. Need to consider enrollment issues – parents don't enroll because they qualify for free lunch and it's not available at CSLA. There is another school somewhere who rented

out kitchen area to a local caterer who in return provided lunch program to the school. Maybe we could look into something like that? Question – Kelly Carter – if we approve the funding, will we be ready to start lunch program when school opens in fall? Probably not the first day of school. June 23rd training meeting – Kristi plans to attend, will know more after that meeting. Put school lunch on the agenda for next month's board meeting. The board is very interested in moving forward on this item.

- Title One Policy – Jason is working on an improved policy.

NEW BUSINESS

- Achievement Synchrony – Brett Scoresby – stem that helps teachers organize a certain way & parents coordinate the family. Present to board & PTO. See average 5% improvement, Parent reps for classroom, coordinate how they are doing; At CSLA one classroom with problems now – 20-30 min to implement per week; parents helped because they don't know what to do; school & teachers are already using it. A lot of student failure is social or other, not intellectual. Gets students focused on goals. Comment – 7th grade student, Riley Corrigan – improved test scores, classroom rules – class behavior is better. Question – how is it funded? Parent book costs \$35 offer discounted at back to school, get advertising to help fund additional. Professional development twice. Question – does this require an action? What is the purpose in coming before the board? No action items. Here to inform the board. Brett@kqls.com
- Dress Code '09-'10 School Year – Current Dress Code Committee – Karen, Sarah, Mr. Finch, Ms. Kunkle, Ms. Tagg, Nadia. Sarah Olsen – a lot of people have come to CSLA and left because of the dress code. Those parents who want a charter school are going to competitors. Feel we spend too much time on dress code and not on academics. We want to look nice, but does it really affect learning to have a dress code? It is too hard on parents – many feel it is too much. Propose to keep the dress code but relax it a lot. Are we going to let the dress code be the thing that drives people away? Dress Code Committee came up with proposed changes. Reba – explain process & standards. The initial dress code involved a lot of time and thought. It was very hard. The founders and initial board agreed that we want our school to have standards and make a statement. People say ALA doesn't have a dress code because it is so loose. We don't want our school to become that. The survey sent out was invalid because a 'do not change' option was not offered. The results are completely invalidated. All colors were addressed previously and disregarded for many reasons. Surveys need to be brought before the board and acted upon if the board chooses. The committee needs to bring real data to the board. We are not trying to cater to everyone. We are going for a select market. When children are dressed differently, they behave differently and this is one of the main reasons a dress code was determined. We need to be careful about making changes. Currently, the student handbook is different from the charter regarding changes to be made. It is regarding who can come before the board, not regarding making changes. Any group or individual may present to the board. Noelle – spoke with an 8th grader who goes to another charter school who commented that his school is very lax, allow lots of colors and they don't require that students follow the dress code. This is why we want a dress code. Others agree with similar comments. On dress down days, it is very chaotic at CSLA. Tracy – if we are moving away from our dress code, it is moving in the wrong direction. Only minor changes ought to be made to clarify or correct.

Can approve as amended, can approve and make amendments to take items out. These items should be addressed in a work session having already hashed everything out. Karen – this needs to be determined now to be given to new enrollees, can't wait until next month.

Motion by Lauren – make no changes to the dress code. No second.

Motion by Reba – adopt all changes as stated. No second.

Motion by Reba – move to have a work session on dress code discussion after the board meeting. Second by Lena. Unanimous approval.

- Special Ed Safe Room – need a room where a student can't harm him/herself, others, equipment, etc. We already have damaged things in the school because we don't have a safe room. If rage is a manifest of their disability, a time out room must be provided – a compliance issue with the state. Is it an option to use an open classroom? None available, don't need that much room.
- Teacher Retirement Plan Participation – We are not participating. Nothing Required.
- Board Member Elections – There are two positions open. Flyer to be sent home soliciting applicants; Tracy will email to Nadia. Applicants will submit a letter of intent and then parents to vote. Encourage people to apply.

Tracy excused – chair duties passed to Reba.

- Phone Provider Proposal – State required changes to online testing. Had to install & download new programs in lab, etc. We have approximately 50 computers online at a time during testing. Our internet connection is inadequate to accommodate this. Currently use Qwest for internet & phone services – have T1 line now. Teachers do not currently have voicemailboxes so Nadia has to take messages instead of being able to send them to a voicemail – takes a lot of her time.

XO Communications – double internet capacity from current. Also add 5 other phone lines to include in network – set one to ring to Nadia's home, Jason's cell, etc during summer. We will also need to purchase new physical phones able to be used with the new system. Higher end system phones around \$300 per phone.

UEN – dedicated T1 data – no voice & have to pay mileage for distance data travels. Not really free - \$245/month plus \$20 per physical line. This connection adds a middleman.

Discussion about budget being set for next year based on no internet expense. Budgets will be getting smaller. When determining 09-10 budget, board will add this item to the list and consider with budgeting.

- Board Training – Reba & Karen for the 23rd.

REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES

- Director – Jason Finch, current enrollment next year 367, still fluctuating. Assuming those who haven't enrolled or stated they won't come.

One full time and two part time positions rather than two full time positions – Jason knows someone who could fit, but thinks it will be hard to find someone with a master's degree to work a part time position. With Rhiannon leaving, we have the one full time position to replace and we're asking for one new full time position to relieve Jason & Nadia and allow things to get done that currently are not able to be done – items that fall through the cracks now.

Portables – 4 classrooms, plan to put two 6th grade classes there and maybe two 4th grade classes or two 3rd grade classes. What about 8th grade? Could do it, but prefer not to.

Action – these requests will be addressed in the budget meeting to be held in the next month.

- Business Manager – Lincoln – Friday we should have estimates for funding to have budget options. Increased enrollment will solve all budget problems. Have we looked at other online curriculum options to K12 that may cost less? Discussion – want to be very careful about switching – it's a high selling point.
- Report of President – none.

ADJOURNMENT 9:50PM

Dress Code Work Session