

Board of Director's Meeting  
June 8, 2009

**MINUTES**

**Board Members Present:**

Michael Zeller, Vice President  
Kirk Farmer  
Dr. Anthony Moore  
Harriett Charno  
Pam Gard  
Jane Alley  
Melissa Thomas

**Board Members Absent:**

Dave Cozad, President  
Herb Hardwick  
Brian Hendrickson

**Staff Present:**

Eric Nelis  
Jacque Lane  
Rachael Gordon  
Jean Claude Diatta

**Guests Present:**

Marcia. Pasquilini  
Brad Cahoon  
Daniel Patterson

Meeting opened by Michael Zeller, Vice President, asking for questions or comments from stakeholders.

Marcia Pasquilini asked for information regarding the 6<sup>th</sup> grade trip, i.e. fundraising activities, trip cost, how the cost for each student is determined, a breakdown of how the money is spent, etc.. She was told that that information would be forthcoming to all parents of students traveling this school year.

**Parent Association Report – No Report**

**Principal's Report**

- Technology Report was approved and met all requirements.
- \$3,000 Medicaid fund release was received and some recoding needs to be completed to finalize the report.

- Title I audit and corrections are being completed and will be submitted by June 30. Jacque Lane gave further information regarding the Title I audit.

Mike Zeller then interjected to introduce Dr. Anthony Moore, our new board member.

Eric Nelis then resumed the discussion regarding the Title I audit and informed the group that a person needed to be appointed as the English Language Learning Coordinator and a person appointed as the Homeless Student Coordinator. It was recommended that Eric Nelis be the English Language Coordinator and Kayla McCrite appointed as the Homeless Student Coordinator

**Motion**

Kirk Farmer moved to appoint Eric Nelis as the English Language Learning Coordinator. Harriett Charno seconded the motion and the board unanimously approved.

**Motion**

Kirk Farmer moved to approve Kayla McCrite as the Homeless Student Coordinator. Harriett Charno seconded. The board unanimously approved the motion.

Jacque Lane then explained to the group that the board each year votes on the assurance statements for IDEA which is no longer required and the board acknowledges that the Principal I submitting the assurances via the web during the Part B budgeting process in the Funds Management System. The core assurances handout is provided to the board and refers to accepting funds in accordance with applicable Federal and State statutes, utilizing funds and maintaining records according to all laws and regulations. The Board enforces the approved policies regarding discrimination under any program for which the school receives federal funds including Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act and the Americans with Disabilities Act.

- Eric Nelis introduced Daniel Patterson and gave a brief overview of his presentation regarding a research project involving a new method to teach mathematics. Mr. Patterson informed the group that he is an electrical engineer by trade and is also, a certified math teacher and gave a brief bio of his education and vast experiences. He continued to explain some of the problems he discovered during his research that students were having with math and began to work on a solution that he felt would help them overcome or better equip them to do math more effectively and accurately.

Eric Nelis mentioned that Jean Claude and Karin Hanriot's classes participated in the introductory study project. Eric asked Jean Claude his thoughts on the program. Jean Claude mentioned that the program is excellent and all the students understood it.

Eric mentioned that his original concern was with confidentiality in regards to our school being associated with the video that will be produced. Jean Claude mentioned that he feels offering this during the summer school program will be a very beneficial way to introduce it to the other teachers.

Dr. Moore asked that the board see and approve the release form for the students participating in the program before it is given to students. He also asked how this will impact the current curriculum and was told that it would not. He also mentioned that some additional information needed to be added to the consent form and offered to review it. It was decided that Mr. Patterson would e-mail a revised consent form to Carlos McClain who will forward it to the board for approval before it is distributed to students for parents' signatures.

Also, the consent form will contain information that the classes will be videotaped. There will be two release forms, one for the school to state that the videotape will not be published and another for the students/parents to give permission to participate and be videotaped. Discussion followed.

### **Board Introductions**

Michael Zeller asked the board to introduce themselves for the benefit of our new board member, Dr. Moore.

### **General Discussion**

Patrick Sprehe expressed some concern regarding the mathematics program presented by Mr. Patterson. Jean Claude was asked how he felt about the program and stated that he saw it as a benefit to the students. Patrick asked how the school could use it in the future and it was mentioned that Mr. Wabo would possibly be able to use this math process in the classroom. Discussion followed at length regarding the legal aspects as well as the negative impact on students as well as the benefits.

### **Finance Committee Report – Kirk Farmer**

Kirk Farmer distributed for review a list of expenditures for April.

He also informed the group that the new budget needs to be approved.

Mike Zeller asked if there is any possibility that DESE will revoke any funds. Jacque Lane stated that she does not think at the current time that will happen, but if any cuts are made by DESE, we will adjust our budget as needed. Discussion followed.

Jacque distributed copies explaining the budget process.

### **Motion**

Jane Alley moved to approve the 2009-2010 budget as presented. Dr. Moore seconded. The board unanimously approved the budget as presented.

### **Development Report – Rachael Gordon**

The question of how we compared this year as opposed to last year in terms of funds was raised and Rachael was asked to present a breakdown of funding at the next meeting.

### **Human Resources Report**

Eric informed the group that we are working on visas for 4 new teachers. We have also hired 2 people who will share the B.I.S.T./nurse position. One intern was hired as a full time teacher and Michael Jones (former part-time art teacher) has also been hired as a full time 3<sup>rd</sup> grade teacher. Dr. Moore asked for explanation on the hiring process and who is involved in the interviews and was informed that it is the principal and vice principal.

### **Motion**

Kirk Farmer moved to accept the list of candidates for next year. Pam Gard seconded. Board unanimously approved.

Jane then mentioned that the job description for the off-site kindergarten campus administrative assistant needs to be approved prior to posting. Dr. Moore asked about the 2<sup>nd</sup> campus and Jane gave a brief explanation of how and why it was decided to set up an off-site kindergarten campus.

*Jane who stated that the policy and procedures for teacher evaluations will be presented at the next board meeting and will be included in the teacher's handbook next year mentioned staff evaluations.*

### **Academic Committee Report**

Mike Zeller suggested removing this item from the agenda since we do not have a current functioning Academic Committee.

### **Recruitment – Pam Gard**

Pam mentioned that it has been discussed by the Diversity Committee to have a teacher and possibly an 8<sup>th</sup> grade student visit pre-schools to introduce French to the pre-school children.

Recruitment discussion continued and it was discussed and determined that Eric Nelis will make the decision and work on the plan for staff going into pre-schools to introduce French as to how the plan to go into pre-schools would be instituted.

### **Technology Committee Report**

No report.

## **President's Report**

No report.

## **Board Retreat/Planning Session**

This meeting will be held at University Academy from 9:00 – 3:00 on June 18<sup>th</sup>. Mike mentioned that Susan Stanton will be the facilitator for the planning session and distributed copies of the proposed agenda and gave a brief overview.

He also distributed copies of additional questions compiled by the board president & vice president and asked for input on whether or not these are issues that need to be discussed during the planning session or at a later date. Eric Nelis then started a discussion on the proposed questions. Lengthy discussion followed and it was decided that Eric Nelis would select the order in which the proposed topics would be discussed and where, board retreat or board meeting.

Melissa Thomas mentioned that she and Dave Cozad would meet on Sunday to finalize the board self-evaluation forms. Also, Rachael Gordon said that she has the alumni evaluation forms.

## **Teacher Representative Report – Patrick Sprehe**

- Board minutes need to be posted on the website
- Evaluations for the vice principal – who will review them
- Contracts were received on June 2. He mentioned that the reason for contracts being given by April 15, is due to possible non-contract renewals.
- Diversity Committee meeting dates should be posted

## **Board Minutes**

Discussion regarding approval of minutes was discussed and it was decided that the minutes will be sent out immediately to the board and if no one replies within 3 days, they will be posted as approved.

## **Public Television and Nutrition**

Mike Zeller provided with group with information about nutrition and children and distributed copies of a CD produced through a program between KCPT, Blue Cross/Blue Shield, and the Health Care Foundation.

## **Open Discussion**

Jacque Lane mentioned that the talent show was fantastic and brought in a very diverse crowd.

Mike Zeller then asked for motion to go into closed session

**Motion**

Harriett Charno moved to go into closed session. Jane Alley seconded the motion. Roll call vote was taken.

***Roll Call vote taken***

Michael Zeller, Vice President	Yes
Kirk Farmer	Yes
Dr. Anthony Moore	Yes
Harriett Charno	Yes
Pam Gard	Yes
Jane Alley	Yes
Melissa Thomas	Yes

Respectfully submitted by,

Carlos McClain  
Board Recording Secretary