Board of Director’s Meeting  
Monday, December 10, 2018

MINUTES

Board Members Present:
Jon Otto, President  
Marvin Lyman, Vice President  
Pam Gard  
Chad Phillips  
Harriet Plowman  
Kelly Baker  
Crissy Dastrup  
Beth McCarthy  
Carla MeBane, Ed.D.  
Tanja Heinen  
Michael Bland

Meeting opened at 6:30 p.m. by Jon Otto, President.

Approval of Agenda
Jon Otto, President, asked for motion to move item #12 (audit presentation) up on the agenda.

Motion
Marvin Lyman moved to amend agenda. Crissy Dastrup seconded. Board VOTED to approve.

Stakeholder Comments– None

Cross Country Team Presentation
Brenda Kumm and Dan Byrd, Cross Country Coaches, and team members presented the trophy to Board President. The team proudly hold the title for the 4th year in the IL/KC Metro Championship Title. Their record is now 27-1 with a 25 meet winning streak. Every team member improved his/her time by the end of the season.
Approval of Minutes
Jon Otto asked for approval of November minutes.

Motion
Crissy Dastrup moved to approve minutes of November board meeting. Marvin Lyman seconded. No discussion. Board VOTED to approve.

PTSO REPORT – None presented

Development Report – Robyn King
Robyn King provided an update on the upcoming enrollment. She also reported that approximately $3,000 was raised at the Holiday Art Market.

Audit Report – Brad Steele, Westbrook & Co.
Mr. Steele, gave a complete presentation and explanation of the audit for the 2018 year. He stated that it was a “Clean Audit” which is what is expected from sponsor and DESE. All state laws and regulations were met. Discussion.

Finance Report – Jacque Lane, Business Manager
Jacque Lane presented for approval the accounts payable report and provided explanation for some of the expenditures.

Motion
Harriet Plowman moved to approve accounts payable as presented with explanations. Marvin Lyman seconded. Board VOTED to approve.

Jacque Lane continued with a presentation of the year-end financial report to include budget, expenditures (including Capital expenditures), summer school income and expenditures, Discussion held and question raised re: possibility of a comparison sheet being made from year to year.

- 1,083 total students enrolled.
- Open enrollment began last Monday. 119 applications received to date. Robyn King gave an ethnicity breakdown of the current students enrolled. She mentioned that we are participating in the collaborated enrollment process with 16 other schools and provided a detail explanation of how that process works.
- Pre-School – Update provided. Robyn stated that 120 attendees were present at the open house on Nov. 13th. She also provided an ethnicity breakdown of attendees.
- Advertising – A detailed explanation of all current and upcoming advertising spots was given.

Development Committee & Fundraising – Crissy Dastrup
- Reported how the committee is moving forward for 20th Year Anniversary.
- Aug. 30th, 2019 will be the “Founder’s Day” celebration.
- Delegation day is being planned.
- Generations Day was a huge success.
- Campaign to send letters out to parents and Generation Day attendees requesting contributions is planned.

Board President’s Report – Jon Otto
- MCPSA meetings are held monthly and board members can attend.
- Board holiday party – Jan. 7th – Happy Hour and Crissy will coordinate selecting a venue.
- Suggested that new board members schedule a time to tour schools with Mr. Mbengue

Governance Committee – Jon Otto
- Parent-elect board position. Have election completed in early April or May so that they can begin their seat on the board by June board meeting.
- Stated that BOD terms begin and end in June, so parent-elect position will be voted on and completed in May.
By-laws need to be amended to reflect the change for voting in the parent-elect position.
Board calendar drafted and copy will be forwarded to board.
Board terms have been discussed and approved.
Proposing that board meeting dates change to 3rd Monday each month.

Head of School Report – Elimane Mbengue
- Attended meeting with funders who are considering funding a STEAM Program at our school. Discussion.
- Building renovation at Armour almost complete.
- Flex room furniture will be installed within the month.
- Library books are currently being shelved.
- High school budget is being worked on.
- Visit from Hall Family Foundation.
- MAP test results discussed. A presentation of results will be completed.
- Recruitment for teachers has already started for next year.
- Wed., PD day is devoted to lesson studies.
- HR Director position has not been filled and more interviews are scheduled.
- MS principal position to be posted.
- Mr. Bland brought up some parents concern regarding no guidance counselor at MS. Mr. Mbengue stated that Lara Troutner splits time between Oak and Armour. An outside firm is being considered to fill the counselor needs. Discussion followed re: bullying and comments being made on Facebook by parents.

Jon Otto asked for a motion to go into closed session to discuss legal matters.

Motion
Michael Bland moved to go into closed session to discuss legal matters. Marvin Lyman seconded.
Roll Call VoteTaken:

Jon Otto            Yes
Marvin Lyman        Yes
Pam Gard            Yes
Chad Phillips        Yes
Harriet Plowman     Yes
Kelly Baker         Yes
Crissy Dastrup       Yes
Beth McCarthy       Yes
Carla MeBane, Ed.D.  Yes
Tanja Heinen        Yes
Michael Bland        Yes

Open meeting adjourned.