

Kaleidoscope Charter School
KCS Building Company Board of Directors Meeting Minutes
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Regular Board Meeting
10/22/09

KCS Building Company Board Meeting

Start time:

Members present:

Members not present:

- Consent Agenda – August minutes

Adjourn:

Regular KCS Board Meeting

Start time: 6:00

Members present: MeLissa Medina, Jeremy Maisch, Tammy Sternal, Jamie Bernu, Liz Barnes, Kasie Peters, Jason Thomas, and Matt Patterson

Members not present: Sharon Hall

Others present: Molly McGraw (VOA), Paula Higgins, Sandy Schmitt, Brett Hensil, Dave Hoffman, Nan Martin, Katie Piehl (VOA)

Set Agenda:

Consent Agenda

September minutes-Liz made a motion to approve the minutes, Kasie seconded and the motion carried unanimously.

Committee Reports

- Finance / Treasurer
 - September Financials-Sandy Schmitt presented the September financials.
 - Dave stated that on-going litigation with a family has been resolved for the time-being. Parents and students are happy with adjustments made to the IEP and other curriculum changes.
 - Nan explained that they are hard at work at recouping out-standing lunch money from previous and current parents.
 - Matt asked about manual checks to the caterer. Nan explained the reasoning behind this, and also explained that they will look into other catering services.
 - Matt asked about Cell phone overages on Dave's cell phone service. Dave has covered the overages.
 - Matt asked about the high electricity bill. Dave explained that there is a management system that has not been used but now is, and he expects a lower bill in the future.
 - Matt asked about the voice mail system. Nan explained that the mother board fried and that is the reason for the unexpected expenditure.
 - Jason stated that the finance committee continues to move forward with budget policies. They will meet each month, the week before each board meeting.
 - Dave and Nan have discussed PTO (personal time off) They mentioned the possibility of employees earning 1 day for each month worked, so teachers and para-professional would earn 10 days per year. They also mentioned eliminating the PTO buy back, instead allowing carry over of up to 20 days. They discussed the financial burden that parenting leave causes to the school, and that the PTO carry-over could take the place of parental leave. All of the benefits, insurance, parental leave, and PTO suggestions will be put together in one formal proposal and presented and the November meeting.

- Liz made a motion to approve the September financials Jamie seconded and the motion passed unanimously with an abstention from Jason.

HR-The unemployment claim on the former director was denied, so we were successful in our appeal.

Chair report

- Matt re-stated that we were successful in our unemployment claim appeal for the former director.

Sponsor Report

- Katie Piehl was unable to attend today's scheduled site meeting, but will be rescheduling shortly. She explained her objectives for the formal site visit. She will be looking for NWEA scores, and she will also discuss the new accountability plan that will be put in place for the new contract.

Director's Report

- Monthly compliance reporting – governance policies. **November:** “Treatment of Students and Families”, “Treatment of Staff”, and “Communication and Support” Matt and Tammy cleared up the expectations of compliance reporting to Dave. Dave reports compliance with the three above mentioned policies. Nan presented a board calendar of events that she has created with a previous charter school she worked with. We will merge her calendar with our current calendar.
- Dave will provide enrollment updates during each meeting. We have gained one student in 5th and lost one in 6th grade. We are now at 418 and have budgeted for 422.
- Health Benefits-Holding off on a proposal for benefits to the board until next month when all quotes will be received. Dave and Nan met with a broker from RJ Ahmann who brought quotes on life insurance, long and short term disability that were quite competitive. Dave presented those estimates to the board.
- Dave presented an investment opportunity for Kaleidoscope. The company is called Minnesota School District Liquid Asset Fund. MSDLAF which has 365 school districts that have invested. It is sponsored by the Minnesota School Board Association. Before deciding on such an investment we will need to have an investment policy set in place. In the mean time, it was decided to move money from the checking account into a savings account. Nan and Dave will prepare an investment policy. Sandy stated that she feels this is a good investment tool to use. A representative from MSDLAF will attend the next meeting. Jason made a motion to open a savings account at Wells Fargo and put \$400,000 of the cash balance into the account, MeLissa seconded and the motion carried unanimously.
- MACS annual meeting-If teachers attend, they do not need to take a PTO day. It will not count toward the required 2 teacher conferences. 1 teacher board member will attend the November 6th meeting.
- Scores for NWEA testing-Testing has just finished and the scores are being uploaded. The scores will be back within a couple of weeks.

Open Forum-none

New Business

- Pay for board training
 - Matt explained the previous policy of paying \$100.00 to board members for trainings. Dave was advised through a MACS associate that this is not wise considering the school system's current economic situation. It was decided that this practice will not continue.

- Nan stated that we are in compliance with the Statement of Insurances, which assures that we are not discriminating in anyway.
- Nan explained the new procedures regarding incoming mail.
- We discussed the board liaison memo that was sent to staff. It will be restated to emphasize the fact that the liaisons will be used only for the purpose of mission and vision, and that teacher concerns should be taken to Dave and then to Human Resources.

Old Business

- Continued Mission Statement / Values working session

Meeting Adjourned: 9:05 p.m.

Announcements:

Next board meeting on November 19th at 6pm at Kaleidoscope Charter School

Items voted on during the October meeting
September minutes-passed unanimously
Moving \$400,000 to savings account- passed unanimously
September financials-passed unanimously with one abstention