

PAIDEIA ACADEMY INTERIM BOARD

Meeting Minutes

Date: April 23, 2008

Time: 7:00 p.m.

Location: Paideia Academy

CALL TO ORDER: 7:05 PM

ROLL CALL: Tona Dove, Erik Dove, Amy Monson, Marty Monson (7:15), Mary Hall, Tracy Payne, Dave Phillips, Boyd Brown, Sharon Owens
Absent: Bret Walsh, Susie Webster

GUESTS: James Neild, Michael Stewart, Denise Peterson (Friends of Ascension) Rachel Stohlman, Jane Harkness, Jodi Wold, Susan Sailors, Andrea Stone, Bill Kobe, Tom Johnson, Julie Anderson, Andrea Dobberman, Felix Blyakher

SCHOOL MISSION STATEMENT: To challenge and inspire learners by providing a rigorous, content-rich, classical education incorporating languages, music, and the arts while nurturing positive character development.

PROCEEDINGS:

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion by T. Payne to approve the Agenda for April 23, 2008 Board meeting.
Second by S. Owens. No discussion. Motion approved unanimously

APPROVAL OF MINUTES: Approval of Minutes of March 19, 2008 Board meeting.

Motion by M. Hall to approve the Minutes of March 19, 2008 Board meeting.
Second by A. Monson. No Discussion. Motion approved unanimously.

TREASURER'S REPORT: See attached

a. **Financial Report (February 29, 2008).**

Motion to receive financial report and approve check register.

Review of financial statements and executive summary.

Motion by E. Dove to receive financial report and approve check register ending March 31, 2008. Second by D. Phillips. No discussion. Motion approved unanimously.

ADMINISTRATION:

- 1. Enrollment status**
335 with possible new students for upper grades.
- 2. Contracts**
 - a. Approval of Larson Allen agreement for 2007 audit**
Motion by E. Dove to authorize Board Chair to enter into contract with Larson Allen for 07-08 fiscal year audit. Second by T. Payne. No discussion. Motion approved unanimously.
 - b. Approval of Pope Cleaning agreement**
Motion by E. Dove to approve the contract as presented. Second by M. Hall. Question regarding facility maintenance budget for next year. No further discussion. Motion approved. A. Monson abstained.
 - c. Approval of John Cairns retainer agreement**
John Cairns has started his own practice and has restructured agreement. Two options are presented, a \$1000 retainer then billing per hour or \$2500 per quarter for needed use any unused funds will go into building company. Motion by E. Dove to authorize Board Chair to enter into a retainer agreement with John Cairns for legal services for school needs. Second by A. Monson. No discussion. Motion approved unanimously.
 - d. Approval of Caravan Kids agreement**
Motion by E. Dove to approve contract with Caravan Kids for 08-09 school year as presented. Second by M. Hall. No discussion. Motion approved unanimously.
 - e. Review of financials from CCC**
Financials for year reviewed. CCC will continue to provide quarterly reports as required under contract.
- 3. Director's Report. See attached.**
Discussion on 8th grade for next year. It is unlikely enrollment will be at more than 30. The Board needs to be aware of this and make decisions regarding this in the next couple of months.

BOARD COMMITTEE REPORTS:

- 1. Governance**
 - a. Status of election process**
According to election schedule, ballots will be sent out May 2nd ballots with candidate profiles and are due back with in 2 weeks.

b. Approval of nominees

There are 2 teacher positions and one family member open on the Board. Maggie Nufer and Bill Kobe are the 2 teacher's candidates. Christin Croll- Carlson, Jay Larson and Michael Stewart are parents. It is the recommendation of Governance committee to accept all 5 candidates. Motion by T. Dove to approve the nominees for Board members. Second by M. Monson. The teacher waiver was approved by the State. No further discussion. Motion approved unanimously.

2. Long Range Planning

a. Status of Long Range Plan

Work session this past Saturday. Significant amount of work was completed. Draft reviewed. Next steps include another work session for strategies, creating measures and targets. Next work session needs to occur before July 1, 2008 and plan needs to align with budget. Board members are charged to review and each member needs to address measures, targets and dates in their committee area. Next meeting scheduled Wednesday May 14th at 6pm.

b. Discussion of adding of additional section to K-2

At an earlier meeting, Rachel Stohlman was authorized to analyze financial issues related to a potential alternative facility for Paidiea. Board discussed analysis and discussed potential financial impact, impact on current least and impact on school contract, mission and vision. Motion by A. Monson to cease any further investigation into a new facility at this time. Second by E. Dove. Discussed fact that small sizes is primary to the vision and foundation of Paideia Academy. The Board is responsible financially to make the best decisions for the school and this is not feasible at this time. No further discussion. Motion approved unanimously.

3. Finance Committee

A meeting of the Finance Committee will occur once all numbers are in from administration and then a preliminary budget will be created. Anticipating a 7% fund balance for 2008-2009 school years, which will be the school's first year without Federal grant funds.

JOINT COMMITTEE REPORTS:

1. Facilities Committee

a. Status of playground and bids for spring start

Larry Poppler and T. Dove met with city planner today to discuss easement issues and process moving forward. Larry will complete permit application and present to City Planning Commission on May 21. If approved, it will go to City Council on June 5.

b. Status of building company

2. Human Resources Committee

Letters will go out to employees in May. Evaluation tools created for Administrative staff.

3. Fundraising Committee

a. Fundraising proposal

Review of attached proposal. Motion by T. Payne to approve fundraising proposals. Second by E. Dove. No discussion. Motion approved unanimously.

4. Curriculum Committee

MCA's will be completed by end of April.

5. Marketing/Recruitment Committee

More members needed.

SCHOOL COMMITTEES:

1. Technology

2. PIE Committee

PIE committee receiving nominations for next year.

OPEN FORUM: Discussion of Rules

Discussion about

- Class size (23 students now in one 2nd grade classroom)
- Use of hand stamps for lunch purposes
- Board meeting dates on website
- Enrollment for upper academy 2008-2009 school year
- Paideia Academy students transitioning to HS after 8th grade

BOARD CORRESPONDENCE AND COMMUNICATIONS

MOTION TO ADJOURN

**Motion by E. Dove to adjourn at 9:15. Second by T. Payne. No discussion.
Motion approved unanimously.**

Approved on May 21, 2008.

Submitted by Amy Monson
Amy Monson, Secretary
Board of Paideia Academy