

PAIDEIA ACADEMY INTERIM BOARD

Meeting Minutes

Date: June 20, 2007

Time: 7:00 p.m.

Location: Paideia Academy

CALL TO ORDER: 7:07

ROLL CALL: Present: Tona Dove (7:12), Jill Godtland, Erik Dove, Amy Monson, Bret Walsh, Tracy Payne, Dave Phillips, Boyd Brown, Suzy Webster

Ex Officio: Chris Pellant, Director

Absent: Marty Monson, Mary Hall

GUESTS: James Neild, Maggie Nufer, Beth Hillerns, Lorri Zuleger, Fernando M. Linero, Jane Harkness, Lisa King, Tom Johnson, Diane Dokken, Becky Hay

SCHOOL MISSION STATEMENT: The mission of Paideia Academy is to provide an academically rigorous, content-rich classical education that gives all young scholars the opportunity to shine in a culture that promotes accelerated achievement, fosters character development and personal growth, and values the importance of language, music and the arts. The Academy will feed the curious mind, enrich the open mind, and challenge the inquisitive mind.

PROCEEDINGS:

APPROVAL OF AGENDA

Motion by A. Monson to approve the agenda as presented. Second by S. Webster. No discussion. Motion approved unanimously.

APPROVAL OF MINUTES: Approval of Minutes of May 16, 2007 Board meeting and June 2, 2007 Board retreat.

Motion by A. Monson to approve the Minutes of May 16 and June 2, 2007 Board meetings as presented. Second by S. Webster. No discussion. Motion approved unanimously.

TREASURER'S REPORT

- a. **Financial Report (May 31, 2007). See attached.**

TCF:

Previous balance	\$ 16,331.58
Credits	\$ 9,063.81
Debits	\$ 120.00
Balance	\$ 25,275.39

Venture Checking Account:

Previous Balance	\$ 99,999.86
Checks written	\$376,140.49
Deposits	\$376,139.89
Balance	\$ 99,999.26

Venture Fund Account

Previous Balance	\$464,469.65
Credits	\$116,810.13
Debits	\$184,354.65
Interest	\$ 1,616.13
Balance	\$396,925.13

Total Funds **\$522,199.78**

b. Motion to receive financial report and approve check register.

Motion by B. Walsh to receive the financial report and approve the check register as presented. Second by J. Godtland. No discussion. Motion approved unanimously.

ADMINISTRATION

1. Contract Approvals

a. Insurance contracts for 2007-2008. See attached.

Review of general liability insurance. The proposal is approximately \$300 more than last year.

Motion by B. Walsh to authorize the Board Chair to enter into a agreement for liability coverage with T. C.Field and Company for the 2007-2008 year. Second by S. Webster. No discussion. Motion approved unanimously.

b. Auditor agreement for FY 2006 audit. See attached.

The preliminary audit begins in July and final audit and the final in August. The cost for services is relatively consistent with the past years and appropriate for services offered and past experience with charter schools. Motion by E. Dove to authorize the Board Chair to sign a letter of agreement with Larson Allen to provide audit services for 2007 fiscal year. Second by D. Phillips. No discussion. Motion approved unanimously.

c. Proposals for 2007-2008 Staff positions. See attached.

Motion by J. Godtland to approve the 2007-2008 staff recommendations as set forth in the proposal. Second by S. Webster. No discussion. Motion approved unanimously.

2. **Enrollment status**
294 currently enrolled. 37 enrolled for 7th grade next year.
3. **Internal Controls Policy. See attached.**
Review of proposed revisions to the Internal Controls Policy approve April 29, 2006. Motion by A. Monson to approve the revisions as proposed. Second by J. Godtland. No discussion. Motion approved unanimously.
4. **Survey results. See attached.**
J. Godtland reviewed the satisfaction survey sent to parents the past month. Overall rating was good to excellent. Most concerns were centered on discipline, uniform code and playground. All of which are being addressed by administration for next year.

BOARD COMMITTEE REPORTS:

1. **Governance and Long-Range Planning.**
 - a. **Board Retreat – Update**
The Board had a successful retreat the beginning of June and has begun working on strategic planning.
 - b. **Review Organizational Chart. See attached.**
Will review at July meeting
 - c. **Review Board terms. See attached.**
Will review at July meeting
2. **Finance Committee**
 - a. **2007-2008 Budget. See attached.**
Special Meeting for approval of 2007-2008 Budget has been called for June 27 at 6:30. E. Dove reviewed the budget at a high level with specifics to be discussed at Special Meeting.

JOINT COMMITTEE REPORTS

1. **Facilities Committee**
 - a. **Status of playground**
E. Dove has met with Rich Berry and is confident that license agreement will be signed in the near future. The next step is approval of the license agreement from the City. If things continue to progress bids will need to be received and a team of parents would need to come together to help facilitate the project.
2. **Human Resources committee**
 - a. **Proposed Director Evaluation Tool. See attached**
Review of proposed evaluation tool for Director evaluation. Motion by E. Dove to approve the proposed tool for the Director evaluation for 2007 school year. Second by S. Webster. No discussion. Motion approved unanimously.

3. **Fundraising Committee**
 - a. **Fundraising Board update and proposals. See attached.**

Motion by T. Payne to approve the proposals of the Fundraising Committee. Second by J. Godtland. No discussions. Motion approved unanimously.
 - b. **Approval of donations. See attached.**

Motion by T. Payne to approved the donations as presented. Second by J. Godtland. No discussion. Motion approved unanimously.
 - c. **Discussion regarding proposed TCF Account for SCRIPS program.**

4. **Curriculum Committee**

MCA and MAP testing complete and students performed well. MCA results available in October and MAP scores will be out on Thursday June 21. Teachers to review students results at fall conferences.

5. **Marketing/Recruitment Committee**

SCHOOL COMMITTEES

1. **Technology**

Web software ordered
3. **PIE Committee**

OPEN FORUM

Beth Hillerns: Has the PTO policy changes she suggested been approved? T. Dove and C. Pellant explained that it has been reviewed and changes as these would not be done mid-year but will be taken into consideration for next years personnel manual.

BOARD CORRESPONDENCE AND COMMUNICATIONS

MOTION TO ADJOURN

Motion by S. Webster to adjourn at 8:30. Second by T. Payne. No discussion. Motion approved unanimously.

Approved on July 25, 2007.

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