

## **PAIDEIA ACADEMY BOARD**

### **Meeting Minutes**

**Date: September 23, 2009**

**Time: 7:00 p.m.**

**Location: Paideia Academy**

**CALL TO ORDER: 7:03**

**ROLL CALL:** Tona Dove, Tracy Payne, Michael Stewart, Amy Monson, Margaret Nufer, Bill Kobe, Jane Harkness, Erik Dove, Lynda Cavanaugh

**Absent:** Sharon Owens, Boyd Brown

**Ex Officio:** Jill Godtland, Director

**GUESTS:** Wendy Cating, Erin Wente, Stephanie Abraham, Jann Hillenbrand, Kirk Paulsen, Tiffany Field, Eric Neumann

**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 as presented. Second by J. Harkness. No discussion. Motion approved unanimously.

**APPROVAL OF MINUTES: Approval of Minutes of August 19, 2009 Board meeting.**

Discussion about the wording of discussion on Minutes. Motion by M. Stewart to approve the Minutes as revised per discussion. Second by E. Dove. No discussion. Motion approved unanimously.

**TREASURER'S REPORT: See attached**

- a. **Financial Report (August 31, 2009).**
- b. **Motion to receive financial reports and approve check registers.**

Motion by M. Stewart to receive the financial reports and approve the check register as presented. Second by B. Kobe. Discussion on Lease Aid processing. No further discussion. Motion approved unanimously.

**c. Fund 02 Transfer**

Some funds were transferred due to coding issues and reconfiguration. Motion by M. Stewart to approve the transfer of approximately \$6300 from Fund 1 to Fund 2 of fiscal 09 Budget. Second by E. Dove. No discussion. Motion approved unanimously.

**d. Credit Line Increase**

Finance committee reviewed the credit line due to hold back changes and cash flow possibilities. The recommendation is to increase the current \$75,000 to \$200,000 there is a \$1000 loan fee with Venture Bank. Motion by M. Stewart to authorize Board Chair to increase line of credit with Venture Bank in the amount of \$200,000 as discussed. Second by E. Dove. Discussion on whether this needs to be done now or if it can wait to see if it is needed. M. Stewart recommends doing it sooner than later. No further discussion. Motion approved unanimously.

**ADMINISTRATION:**

**1. Director's Report**

**a. Enrollment Status**

369 Discussion on Middle School Numbers, no wait for 6<sup>th</sup> grade, 7<sup>th</sup> and 8<sup>th</sup> grade with spaces available. Director's report as attached.

**b. Partner Tuesday**

Paideia Academy will host Charter School Partners. Scheduled for November 3<sup>rd</sup> from 10-2. See attached letter.

**c. TRIO**

This will be a part of TIES; it is recommended by Charter School Partners and will have no cost for this school year.

**2. Contracts**

**a. City Link—Phone/Internet**

Motion by M. Stewart to authorize the Board Chair to enter into a 36 month contract with City Link for Phone/ internet service. Second by B. Kobe. Discussion on costs, there is no extra costs or fees, \$500 set up and 36 month contract, wireless service and built in redundancy. No further discussion. Motion approved unanimously.

**3. PIE**

**a. Update**

Planning meals for conferences. Successful meeting last month on Math. Movie night coming up and parents night out. Developing a family mentor program and in discussion with Fundraising Committee to become more involved with school fundraising.

4. **Technology**
  - a. **Update**

MAP testing, text to speech programs, recycling old products, parents volunteering for grant writing. COW (computer on wheels) with 23 laptops will be ready soon.

#### **BOARD COMMITTEE REPORTS:**

1. **Governance**
  - a. **Update**
2. **Long-Range Planning**
  - a. **Update**

Reviewed Annual Report as attached. Motion by M. Stewart to approve the 08- 09 Paideia Academy annual report as presented. Second by E. Dove. No discussion. Motion approved unanimously.

#### **JOINT COMMITTEE REPORTS:**

1. **Facilities Committee**
  - a. **Playground Update**

Possible insulation next week but more likely during break. Finding out when parking lot will be re stripped.
  - b. **Landscaping Update**

There has been a lot of help from families. Next steps include soaker hose placement, Tuesday Mulch and rock donations. Will work on east side of building as well.
2. **Human Resources Committee**
  - a. **Flexible Spending Account**

There are non budgeted fees that will occur. Human Resources will discuss with proposals with Finance committee for final recommendation at next Board Meeting.
  - b. **Pandemic Plan**

Other school plans were reviewed by Human Resources and Jill. Motion by J. Harkness to approve Paideia Academy Pandemic Flu Preparedness Procedure as presented, dated September 2009. Second by B. Kobe. Discussion on administrative decisions to be made with the procedure presented. No further discussion. Motion approved unanimously.
3. **Fundraising Committee**
  - a. **Committee Restructure Discussion**

Governance committee will meet to review with PIE and Fundraising.

**b. Update**

As attached

4. **Curriculum Committee**
5. **Marketing/Recruitment Committee**
  - a. **Update**  
October 10<sup>th</sup> MACS parent expo.

**OLD BUSINESS**

**OPEN FORUM: Discussion of Rules**

Question on sibling preference and if it pertains to a graduated Paideia Academy student. Current State Law states the sibling must be enrolled.

**BOARD CORRESPONDENCE AND COMMUNICATIONS**

**MOTION TO ADJOURN**

Motion y E. Dove to adjourn at 8:17 pm. Second by T. Payne. No discussion. Motion approved unanimously.

Approved on \_\_\_\_\_, 2009.

Submitted by \_\_\_\_\_

**Amy Monson, Secretary  
Board of Paideia Academy**

