

## PAIDEIA ACADEMY BOARD

Meeting Agenda Minutes

Date: November 18, 2009

Time: 7:00 p.m.

Location: Paideia Academy

### CALL TO ORDER: 7:00 PM

#### ROLL CALL:

Tona Dove, Chair; Tracy Payne (7:15), Vice Chair; Michael Stewart, Treasurer; Amy Monson, Secretary; Margaret Nufer; Sharon Owens; Bill Kobe; Lynda Cavanaugh; Jane Harkness; Erik Dove (7:10); Jill Godtland, Director, Ex-Officio; Kim Klayum, Office Manager, Ex-Officio  
Absent: Boyd Brown

#### GUESTS:

Molly Simon, Beth Gunderson, Jann Hillenbrand, Kevin Wold, Dan Hay, Becky Hay, Gina Stewart, Erin Wente, Anne Klein, Stephanie, Abraham, Julie Anderson

**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 J. Harkness to approve the Agenda as presented. Second by B. Kobe. No discussion. Motion approved unanimously.

#### APPROVAL OF MINUTES: Approval of Minutes of September 23, 2009 Board meeting.

Motion by M. Stewart to approve the Minutes from September 23, 2009 Board meeting. Second by J. Harkness. No discussion. Motion approved unanimously.

#### TREASURER'S REPORT: See attached

- a. **Financial Report (September 30, 2009 and October 31, 2009).**  
Review of financial report by M. Stewart.

- b. Motion to receive financial reports and approve check registers.**  
Motion by M. Stewart to receive the financial report and approve the check register. Second by B. Kobe. No discussion. Motion approved unanimously
- c. Audit**  
Review of Audit as attached.  
Motion by B. Kobe to approve the 2009 fiscal year budget as reviewed. Second by J. Harkness. No discussion. Motion approved unanimously.
- d. Flexible Spending Account Recommendation**  
There will be the expense of a one time cost and \$100 per month. It is recommended that this be funded out of transportation fund for the amount of \$1200 - \$1700.

**ADMINISTRATION:**

- 1. Director's Report**

  - a. Enrollment Proposal**  
Enrollment is 366. Review of attached proposal. Motion by T. Payne to approve the increase of students in kindergarten and 1<sup>st</sup> grade from 20 to 22 for remainder of school year. Second by B. Kobe. Discussion on communication to teachers regarding the change and if there has been a complete review of the financial needs of the school. Motion approved. Nay M. Stewart, J. Harkness, L. Cavanaugh.
  - b. Document Retention Procedure**  
Review of document attached, to be approved at next Board meeting.
  - c. Proposed Calendar**  
Review of attached 2010 – 2011 school year calendar. Motion by E. Dove to approve the calendar as presented. Second by L. Cavanaugh. Discussion on students only attending Paideia Academy for the month of August until traditional school year begins, this has been addressed by starting the second week in August. No further discussion. Motion approved unanimously.
- 2. Contracts**
- 3. PIE**

**a. Update**

Family night went well.

Bookfair is end of November first week in December

Next meeting is December 7<sup>th</sup> it will cover Languages and Upper Academy.

An all school dance is being planned.

**4. Technology**

**a. Update**

Computer on wheels is functioning well.

TRIO is being worked on.

Teachers are using technology more due to more availability with upgrades to system.

**BOARD COMMITTEE REPORTS:**

**1. Governance**

**a. Committee Restructure Proposal**

PIE and Fundraising approached director to have both committees become joint committees. They will work in tandem with one another.

**b. Board Meeting Proposal**

It is difficult for some parents to attend Board meetings on Wednesday evenings. A Petition is attached with signatures of Paideia Academy parents. B. Hay, parent representative spoke briefly of the parents concerns.

Motion by M. Stewart to move Board meetings to a night other than Wednesday to be decided at a later date for 2010 – 2011 school year. Second by T. Payne. Motion by E.

Dove to amend the motion to have the Board consider moving Board meetings to another night, other than Wednesday, to be decided at a later date for subsequent Board approval. Second by B. Kobe. No discussion. Motion approved unanimously.

**2. Long-Range Planning**

**a. Update**

**JOINT COMMITTEE REPORTS:**

**1. Facilities Committee**

Discussion on changes with respect to building ownership, legislation is working on not allowing schools via building company.

2. **Human Resources Committee**
  - a. **Flexible Spending Account**

Review of the recommendation from Human Resources committee. Motion by J. Harkness to authorize Board Chair to enter into an agreement with Alliance as proposed by Human Resources. Second by E. Dove. No discussion. Motion approved unanimously.
3. **Fundraising Committee**
  - a. **Update**

As Attached
4. **Curriculum Committee**
5. **Marketing/Recruitment Committee**
  - a. **Update**

#### **NEW BUSINESS**

Michael Stewart resigned as Board Treasurer.

#### **OLD BUSINESS**

#### **OPEN FORUM: Discussion of Rules**

Comments on decision to increase K and 1<sup>st</sup> grade classrooms.  
Comment on decision of night of Board meetings.

#### **BOARD CORRESPONDENCE AND COMMUNICATIONS**

#### **MOTION TO ADJOURN**

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

Approved on \_\_\_\_\_, 2010.

Submitted by \_\_\_\_\_  
**Amy Monson, Secretary**  
**Board of Paideia Academy**

