



Board Meeting Minutes

Wednesday, August 23, 2023 at 6:30 pm

In Attendance: Robert Best, Kyle Fox, John Bauer, Patricia Humphrey, Kimberly Lavallee (On Zoom), Cassie Hayes (ex-officio),

Absent: Frank Weiss and Bill Roy

Call to Order: 6:35 PM

Pledge of Allegiance

Moment of Silence

Reading of the [Mission Statement](#)

1. Public Comments: (See Policy [BEDH](#))
 - a. None
2. Secretary's Report: (5 minutes)
 - a. [June 21, 2023 Board Meeting Minutes DRAFT](#)
 - i. Motion to approve by Patricia Humphrey, seconded by Kyle Fox, no discussion and all in favor. 5-0-0
3. Treasurer's Report: (5 minutes)
 - a. [Board Budget Report for FY 2022- 2023 Period Covered 7/1/2022 through 5/31/2023](#)
 - b. [Board Budget Report for FY 2022- 2023 Period Covered 7/1/2022 through 6/30/2023](#)
 - c. [FY23 Expense Budget Through June 2023](#)
 - d. [FY23 Revenue Budget Through June 2023](#)
 - e. [Updated budget 23-24](#)
 - i. Kyle Fox presented and indicated 2023 financials are preliminary and will be finalized by the audit presentation from Nathan Weschler at the October meeting. Revenue was less than the previous year and spent more with the addition of 5th grade. Dean Hayes did a great job managing the budget and utilizing grant funds. Our business manager is almost finished converting to Quickbooks and updated financial reporting with more robust information. Dean Hayes presented some changes to

the budget based on the increase from per pupil aid and other changes for costs and adding to the reserve line item.

- ii. Dean Hayes pointed out that we built the enrollment on 445 students, as of today we have 405 students signed up for classes. We have approximately 30 students who have not responded this summer and some will show up. Other changes include increases to our instructional salaries, Mission position, insurance increases, rent increase, utilities increased and building grounds increased with new company. We have added a building reserve fund and outside services including a medical support company Dr. Better Now who has served the school very well. We have a positive balance. Dean Hayes believes we may have several places where we can save additional funds.
- iii. Motion by Kyle Fox to adjust the revenue down 25 students and reduce the contribution to the reserve fund by the same amount. Patricia Humphrey seconded, no discussion, all in favor. 5-0-0
- iv. Motion by Kyle Fox to add \$2500 to the music department for competitions. John Bauer seconded, no discussion, all in favor. 5-0-0
- v. Motion by Kyle Fox to approve the 23-24 annual budget. John Bauer seconds, no discussion, all in favor. 5-0-0

4. Dean's Report:

- a. Guest speakers returning in September.
- b. Dean Hayes provided updates on admissions and different events to promote the school. They participated in National Night Out which was a very successful evening and received a lot of positive feedback from numerous families.
- c. Dean Hayes will provide info regarding numbers if there are students repeating classes or grades.
- d. We have an event on September 6th and hosting a town hall in the evening. They may run a smaller event during the day. They reached out to us and it allows our students to watch and participate in the election process. We will continue to respond if more requests come in and all groups are welcome, schedule permitting.
- e. Teacher Orientation starts next week and the first day of school is September 6. The board sponsored breakfast is September 1st from 8:00 - 9:00 AM.
- f. Student Orientation on August 29th hosted by current students to help facilitate this day.
- g. We are working with Peers Not Fears to help develop leadership and mentoring skills with our students. Jennifer Nelson will be overseeing this event.
- h. Dean Hayes would like to develop our Strategic and Planning Committee with the board and some employees.
- i. She thanked a number of people including Cameron Hawkins for the large message board outside as part of his Eagle Scout project.

5. Faculty Representative's Report: coming soon

6. Student Trustee's Report: coming soon

7. Board Business:

a. Student Handbook Review

- i. Mastery language has been adjusted to reflect the intention of it and the expectation of students and school. Discussion was held around different grades and what really represents mastery, different classes weigh different areas of importance, mastery assignments might be different with each teacher and consistency is needed. Dean Hayes is providing training to faculty and will continue to monitor progress. Kim Lavallee believes students should receive credit for a C and Robert Best indicated it appears we have a system that is slightly out of alignment with the policy.
- ii. Motion made by John Bauert adopt the new mastery language item at the head of the courses and reorder items as discussed. Second by Robert Best, no discussion, 4-0-1.
- iii. Other updates were discussed and reviewed in the handbook. The board discussed the need to review several areas later this year and involve the students in the dress code discussion.
- iv. Motion to pass the Student Handbook by Kyle Fox, John Bauer seconds, no discussion, 4-0-1.

b. Faculty Handbook Review

c. Mission Review Discussion

- i. The Mission is currently being modified for clarity. Students, teachers, staff, parents and board members will be asked to participate over time.
- ii. Motion to approve the Faculty Handbook by John Bauer, Kyle Fox seconds, no discussion, all in favor. 5-0-0

8. New Business:

9. We need to find someone to take minutes.

10. Non-Public Session:

11. Next Meeting: 6:30pm, Wednesday, September 13, 2023 at 6:30pm

12. Adjournment: Motion to adjourn by Kim Lavallee, second by John Bauer, all in favor.
5-0-0