

CLC Board Meeting Minutes

November 21, 2002

Board Members Attending: Winnie Bolinsky, Brian Rowan, Mark Toci, Kyle Peck

Community Members Attending: Pat Zimmerman, Kosta Dussias, Jan Ascolese

I. Call to Order

At 7:10 p.m., Kyle called the meeting to order.

II. Open Discussion

Brian asked the Board where paper copies of the minutes should be kept. Winnie said that it is the Board Secretary's responsibility, and Tammy can maintain a folder in the office.

Winnie reported that the school's enrollment is up to 101 students.

III. Routine Approvals

A. Approval of the Minutes

Winnie moved and Mark seconded approval of the minutes of the October 24, 2002 Board meeting. The motion passed unanimously.

B. Budget Report

Kosta distributed an expenditure report. Kosta noted that this report is a work in progress and will be refined for the next Board meeting. Next year's budget will be more specific and detailed. Also, budget discussions for next year will start in the spring (around the end of February). During the school year, the Board will be responsible for approving recommended transfers of budget money from one category to another. Next year, it is possible that teachers will have a combined project and materials budget.

IV. CFO / Finance Committee Report

Jan reported that Pete is looking for a finance committee member from the university. Kosta said that he was looking to find someone from a local bank, as well. Kyle welcomed Kosta to CLC.

V. Communications

Winnie reported emails from happy parents. Kyle said that the Cultural Diversity Charter School from Philadelphia will be bringing in 20 students in June to observe our use of technology within the classroom. There's a possibility that they may collaborate with us via email correspondence with our students. Janice reported that she has heard great feedback from Penns Valley about last year's 8th grade project.

VI. Action Items

A. Hiring of Maggie Moran (part-time special education teacher)

Winnie reported that after a long search, the school has found a certified, experienced, and willing special education teacher. Winnie moved and Mark seconded to hire Maggie Moran for a part-time special education position that would include 20-25 hours a week. The motion passed unanimously.

B. Checking Account for School Store Approval

Winnie examined the state regulations and State College Area's policies regarding student activities funds. In line with these sources, Winnie proposed establishing a checking account for student fund raising funds. Winnie, Kosta, and the teachers of those classes that are doing fundraising, will be approved to sign checks from the account. This policy will be included in the forth coming policy manual, based on existing laws and State College's policies. Winnie moved and Mark seconded approval of this policy. The motion passed unanimously.

C. Paternity Leave

Winnie reported that since CLC is a business with less than 50 employees, it does not have to follow federal regulations regarding parent leave. Winnie proposed that employees that need to leave for reasons related to parenting should be able to use their personal days for paid leave, then use up to 12 weeks of unpaid leave for new fathers. Winnie moved and Mark seconded approval of this policy. The motion passed unanimously.

D. Other Action Items

Winnie moved and Brian seconded to accept Ann Bolser's resignation. The motion passed unanimously.

Winnie moved and Kyle seconded to remove Ann from the school's checking and other accounts and add Kosta to these accounts. The motion passed unanimously.

Winnie moved and Brian seconded to remove Ann from the Board as the Treasurer, a nonvoting member, and add Kosta. The motion passed unanimously.

VII. Information / Discussion Items

A. Technology Issues

Kyle asked for an update on how we handle technology issues. Winnie reported that we recently upgraded software on the server and it affected email for 2 weeks. Winnie questioned whether we should be doing these things during the school year. Mark noted that we should notify staff when we are making changes or do it over a break. Brian noted that the recent upgrade of the server software was commonplace, and the disruption of email service was completely unforeseen. Kyle asked when ftp access will be made available. Brian reported that he will check with the school's technology consultant and have this addressed in the near future. Winnie noted that the school needs a technology plan that addresses replacement of technology. Finally, Jan asked there was any possibility of students taking computers when they go onto high school. This was not considered a possibility because of replacement costs.

B. Alternate Parent Representatives

Winnie would like to have an alternate parent representative to the Board who could attend Board meetings when the primary representative was not available. Winnie will email all parents the proposed amendment to the by-laws. Jan is currently serving in the role, but as a nonvoting member. Brian suggested that future elections for parent representatives should result in an ordered list of the parent representatives. The person with the most votes would serve as the primary representative, the seconded highest vote getter would be the first alternate, and so on down the line. Brian also noted that new elections would need to happen this year, in case other people are interested in serving as the parent representative alternate.

VIII. Other Business

None

XI. Adjournment

At 8:27 p.m., Winnie moved and Brian seconded adjournment of the meeting. The motion passed unanimously.