

## **CLC Board Meeting – February 4 2004 (Rescheduled January 28 meeting due to inclement weather)**

**Present:** Heidi Fletcher, Barbara Bliss, Darlene Fink, John Tucker, Beth Shirey, and Denise Kochersperger

**Absent:** Linda Bergeman

Attendees: Kosta Dussias, Mark Toci, Heidi Zimble, and Leigh Ann Soles

The Board meeting was called to order at 8:15 P.M.

**Announcements:** None.

**Review minutes of the previous meeting.** The December minutes were reviewed. Changes were noted and John Tucker made a motion for the December minutes to be approved as amended. Darlene Fink seconded the motion. The motion passed unanimously.

**Old Business:**

### **COMMITTEE REPORTS**

*Facilities Committee:* No new report.

*Personnel Committee:* No new report.

*Governance Committee:* No new report.

*Fundraising Committee:* Leigh Ann Soles shared information regarding the Ink Bank fundraising proposition. Barbara Bliss moved for approval and John Tucker seconded. The motion passed unanimously. Leigh Ann will continue to look into the project.

Leigh Ann also suggested a bumper sticker project to advertise CLC.

*Library Committee:* No new report.

**Reports:**

### **Business Manager Report**

Kosta advises that we will receive special IDEA funds (about \$28,000). The first check should arrive in the upcoming week. The new projected budget is anticipated to be a positive \$25,000.

He drew attention to the fact that the educational services category in the budget is significantly above the budgeted amount.

Kosta suggested reviewing the expenditure of some of the positive balance in the budget on the larger ticketed building maintenance items. CLC should consider replacing the flooring.

The need for strategic planning was discussed by the Board. John Tucker suggested that short-term issues (next Fall) are the most important at this time.

Mark Toci asked if the Board could assign tasks to a person/group. Would the task of developing a long term plan involving capital funding, maintenance, salary, and etcetera be assigned to a specific person? Mark is looking for a process to develop a go-to person.

Heidi stated that part of the process needs to go through the governance committee, part through the personnel committee, and part through the building maintenance committee. Kosta suggested that the long-term plan is in the Charter.

The Board requested the job descriptions for the Department Heads be turned in to the Personnel Committee for review. These were to have been submitted earlier in the year. The Board will then assign the task of developing a list of the ten most important areas/concerns for CLC and will include their recommendations. Pat, Kosta, Mark and Donna will develop the initial list.

Kosta reported that we have not received a legal review of the new By-Laws. He will check on the status.

### **ECO Report**

Kosta and Pat continue to interview to fill the secretary position left vacant due to Tammy's resignation. They are also working on staffing/salary review issues on an ongoing basis with the staff.

Barbara Bliss motioned that Kosta should be allowed to hire a new secretary up to the current salary without additional Board approval. John Tucker seconded. The motion passed unanimously.

### **New Business**

Heidi Zimbler brought in an example of the sign that she is offering to donate to the school. Denise motioned to accept the sign as presented and John Tucker seconded the motion. The Board approved the motion unanimously. Kosta will facilitate the construction. John Tucker stated that we must submit the new sign design to the township, ASAP. Kosta is to coordinate.

There were some questions regarding the recent article in the CDT. Heidi stated that perhaps we should respond with communication to our school community. Kosta explained that all employees were included in the numbers that were reported, including employees that should not have been reported. Kosta and Pat will write up an explanation for our families explaining the discrepancies. They assured the Board that we are in compliance with the state required numbers.

The CLC website and procedures for its update were discussed. Minutes will be updated by the staff. The minutes will be emailed to Kosta. He will also see that the hard copies are also maintained. He will also forward the minutes to staff who will update the website. Prior to approval, all of the minutes should be reviewed for accuracy and may be posted once approved by the Board.

The current parking situation was discussed. A note is to be sent home to the families noting that the overhang area is for drop-off only. If a parent needs to visit the school they should park in the side lot. Also, it was discussed that in general, teachers should use the side lot also. It is very difficult, for parents who are dropping off children, to make the turn after passing through the overhang. Kosta will be placing orange cones in the no parking area to facilitate the drop-off process. In addition, he will be greeting the kids as they are dropped off.

The SCASD Board will be visiting the school on February 18 and will be arriving around lunchtime. Mark Toci suggested a day of caring to show the school at its best. Saturday, February 14 is the suggested date. Heidi suggested that perhaps we could get some of the Delta students to assist as they need community service time.

Morgan Ilgen was selected by the students as their student advocate to the Board. Barbara Bliss motioned for approval. John Tucker seconded and the motion passed unanimously.

Denise will notify Morgan and should begin serving as soon as possible.

Kosta requested a resolution from the Board that would identify staff members/Board members who have signature authority. Barbara Bliss moved to accept the names proposed and John Tucker seconded. The motion passed unanimously.

The Board is still looking for someone else to serve on the Board as a Community representative.

As there was no further business before the Board, the meeting was adjourned at 9:00 P.M. The next scheduled meeting will be 2/25/03 at 7:00 P.M.