



**MINUTES OF THE CENTRE LEARNING COMMUNITY CHARTER SCHOOL**  
**Minutes for the**  
**Meeting of the Board of Trustees**  
**June 20, 2013 p.m. at the School**

1. Gail Boldt called the meeting to order at 7:01pm.
2. Members Present: Gail Boldt, Ron Boyles (7:11), Andrea Kennedy, Siobhan Donnelly(7:09), Jerre Price, Amanda Dietrick, Morgan Ilgen

Members Absent: Kim Bahnsen, Alison Carr-Chelman, Dottie Rumbel, Cathy Swarm, Brian Rowan

Others in Attendance: , Kosta Dussias, Kathy Morrow

**OPENING ACTIVITIES:**

- Call to order, pledge of allegiance, and introductions of new and returning trustees.
- Amanda was sworn in as Teacher Representative.
- Andrea moved, Jerre seconded to approve the May Minutes as amended. Motion passed 6-0-0.
- Siobhan was sworn in at 7:17pm as Student Representative.

Election of Officers:

- The Board discussed the various roles of each officer and the need for the Election Committee to plan for officer transitions during the 2013/2014 school year.
- Kim nominated Gail as President, Brian as Vice President and Dottie as Treasurer.
- Jerre motioned to approve the slate as nominated by Kim. Ron seconded. Motion passed 6-0-1. Gail abstained due to being on the slate.
- Siobhan motioned for Morgan to serve as interim Secretary. Kim seconded. Motioned passed 7-0-0

**REPORTS:**

School update

- End of the Year teacher meetings were productive and helpful in wrapping up the school year.
- Teachers plan to meet again in July to configure classrooms.



- Last day transportation was hectic. Kosta proposes a whole day last day next year.
- Graduation went smoothly and the staff would like to publicly thank the Parent Group for their great efforts in organized the event.
- The 8th grade trip was a success and fun was had by all.
- An 8th grade student's personal page was questioned by a parent due to religious content. Kosta followed up with PDE and it was concluded that the content does not present a need for further action.
- Staff is charged with making a decision about yearbook publication for next year.
- A Meet and Greet event will be held on August 21st from 6:30pm to 7:30pm for new and returning students.

#### Business Manager's report:

- On June 24th, The Planning Commission and on July 15th, the Board of Supervisors will review building plans for the new building renovations.
- The trees along the front sidewalk were cut down by the township.
- Kosta received an official audit proposal from Parente Beard to do the 2012/2013 audit.
  - Ron motioned to use Parente Beard for the audit. Jerre seconded. 7-0-0
- Financials were presented and discussed.
  - Enrollment is up
  - Retirement subsidy may affect us in the future, however, will not likely affect of this year.
  - This year CLC ended up with surplus money
- Proposed Budget for 2013/14 was presented and discussed.
  - Based on 99 students
  - Using current reimbursement rates
  - Kosta would like to designate \$153,000 to a restricted fund to allot for renovations and furniture.
- Siobhan motioned to approve the 2013/2014 budget. Amanda seconded. 7-0-0

#### Finance Committee Report:

- The finance committee did not meet this month.

#### CLC Parents report:

- The parent group was very pleased with graduation and the staff who stayed to help clean up after the event.
- The parent group discussed ways to make the graduation even better for next year.
- The next meeting is in August where the group plans to assemble "Back to School" packets.
- Representatives of the group plan to come to staff meetings in August to talk about money that is available to classrooms.
- The parent group plans to carry out a "No-Fun-Fundraiser", hoagie sales and spirit week swag to raise money for the school.
- The board would like to publically thank the Parent Group for all of their support during the school year.



#### Student Council report:

- Siobhan reported that some of the female students would like to propose to spruce up the girls bathroom. They are working on a formal proposal.
- The student body seems excited about Student Council and the new renovations.

#### Strategic Planning:

- In order to fulfill the requirements for the Annual Report, we will need to implement a strategic planning process that is due September 1st.
- Mark, Brian and Kosta are charged with heading up the task.
- The strategic plan must determine if we meet core foundations for our school. If we are not meeting those foundations, we need to identify and set goals and have strategies in place for achieving those goals.
- A Strategic Planning Committee is needed for this process, which include the following representatives:
  - 6 Teachers (Mark, Brian, Andrea, Morgan, Amanda, Siobhan)
  - 2 Local Business Owners (Ron, Jim Kennedy)
  - 2 parents (Ali, Jerre)
  - 2 community representatives (Gail, Dottie)

#### Charter Review report:

- None to review

#### Board Recruitment & Elections report:

- The committee is charged with developing a plan for leadership transitions for the next round of officers.

#### Board Training report:

- The committee is charged with sending out a Google Survey to set a date for the next Board Training.

#### **OLD BUSINESS:**

Board job descriptions--Charter Review Committee

#### **NEW BUSINESS:**

#### Board Meeting Dates and Times 2013/2014

\*Meeting will be held on the 3rd Thursday of each month unless indicated otherwise.

- August 29th, 2013\*
- September 19th, 2013
- October 17th, 2013



- November 21st, 2013
- December 12th, 2013\*
- January 16th, 2014
- February 20th, 2014
- March 20th, 2014
- April 17th, 2014
- May 15th, 2014
- June 19th, 2014

#### Committee Discussion:

Board members should plan to sign up for committees in June. Brian will ask for committee purpose statements, goals and rough meeting dates.

Below is a list of committees that are needed:

- Policy
  - Employment/Compensation/Evaluation
  - Charter Review Committee
  - Strategic Planning Committee
  - Recruitment and Elections
  - Financial Committee
  - Building Committee
  - Board Training
  - Enrollment Committee (to sustain revenue)
- 
- Siobhan motioned to adopt the required federal policies and procedures for the use of funds for free and appropriate education for special education (IDEA). Amanda seconded. 7-0-0

#### **CLOSING COMMENTS, REFLECTIONS, ANNOUNCEMENTS:**

- The Board publically thanked Andrea Kennedy for her service to the board over the past few years.
- The next Board meeting is scheduled for July 18th, 2013 at 7:00p.m.

#### **ADJOURNMENT:**

Meeting adjourned at 8:58p.m. Motion passed 7-0-0.



Respectfully submitted,  
Morgan Ilgen  
CLC Board Secretary