

CLC Board Meeting 9/15/04

Call to Order 6:35 PM

Present: Heidi Fletcher, Morgan Ilgen, Linda Bergamen, Darlene Fink, Beth Shirey and Barbara Bliss

Absent: John Tucker

Attendees: Pat Hunt, Tanya Pakutz-Greenland, Kosta Dussias, Mark Toci, and Donna Fischer,

Review of meeting minutes from 03/04 through 08/04

Linda Bergeman moved and Darlene Fink seconded that all minutes from 03/04 through 08/04 be approved as amended. The motion passed unanimously.

Business Manager Report

- Kosta presented current experiences to date excluding today's payroll.
- Reimbursement rates have been communicated by participating school districts.
- Current enrollment is at 88 according to Kosta's records.
- Donna Fischer motioned and Linda Bergeman seconded that the budget report from July 1 through September 15 be approved. The motion passed unanimously.
- Planned grading issues that were scheduled for the summer were delayed due to rain and will be addressed in spring 2005.
- Protective fencing will be placed along College Ave. this fall.
- Sign tiles are ready and framing will begin soon.
- A dog was injured on CLC property on a pipe. Foam material has been placed around the pipe and further remediation will be performed, if needed. Kosta will work with the family to resolve any issues. Darlene Fink motioned and Morgan Ilgen seconded that Kosta be allowed to resolve this issue at his discretion. The motion passed unanimously.

ECO Report

- Pat praised the smooth opening of the school for the 2004-05 school year. She credits the success to the two weeks of meetings that staff participated in prior to the start of the school year. Pat complimented the staff on their tireless attention to meeting our children's needs. Pat encouraged parents to thank teachers for all their efforts.
- There will be a parenting program offered at CLC on September 23rd from 6:30 – 8:30 regarding how to talk to your teenager about difficult topics. The program will be facilitated by outside experts. Families are welcome to bring guests.
- Pat reports enrollment at 90 students and has two more families planning to visit.

- Two students who speak Russian joined our Community last week. We are in the process of hiring English as a Second Language teacher for these students.
- We have hired two new teachers and an assistant teacher for the 2004-05 school year. Rachel Gregory is our new Special Education teacher, Melanie Loring is our new 5/6 Lead Teacher, and Morgan Ilgen is our new assistant teacher for one of our 7/8 teams. Pat and the rest of the staff welcome the new members to CLC.

Committee Reports

No committee reports were presented.

Old Business

Back to School Night

Board members are encouraged to attend the Back to School Night that will be held on September 16th. Pat handed out an agenda highlighting the structure of the evening.

School Bus

The school bus that was for sale is no longer available. Darlene Fink will follow up on the possibility of a different bus that had been discussed during the summer.

Elections Update

Heidi suggested that there be sign up sheets for each Board Committee at the Back to School night. There will also be a sheet for parents to indicate interested in becoming Board members. Ballots will be sent home two to three weeks after the Back to School Night (Mr. Johnson is currently out of the country, so will be contacted to confirm his interest before the ballots are sent out). After the winter break, we will organize elections for the spring to replace the officers whose term has ended.

Board Attendance

The Board has an attendance policy in the By Laws that states that when a board member misses two meetings in a row, you may be removed from the Board unless an exception is given by the Board.

Job descriptions update on ECO, CEO and Head Teacher descriptions

The time frame for developing the job descriptions for these positions was discussed. Mark has completed the Head Teacher description and will forward it to Kosta. Pat and Kosta will work on the ECO and CEO descriptions (with specific focus on signatory privileges) and get them to the Board by November.

Grievance Process

Pat shared the model developed by the staff in June. Pat has forwarded the model to John Tucker for the Personnel Committee to review. No report has been received from the Committee yet.

The Process agreed on by staff is

Motioned to approve the process, seconded by Darlene Fink.*** The Board discussion focused on making sure this has been clarified as a

parent/student grievance process for parents. It will be brought up at the Back to School Night by Denise and included in the revised Parent Handbook for next year. Pat will take care of updating the handbook. The motion was passed unanimously.

New Business

PTO

What will be the goal for the PTO? Our current Board will focus on certain areas and let the PTO take over the rest. Heidi will put out the committee volunteer lists including finding out who has a background in PTO. There will also be a flier that will go home in the Friday Folders to encourage parents to participate in Board/PTO committees.

Policies – After School/Fee Program Policy

Financial Aid for After School Programs will be based on information related to each student's eligibility for free/reduced lunch programs. A portion of each student's program fee will be put into a Financial Aid Fund to generate funding for this financial aid program. Kosta will work with present and past ESP staff to document the process and will update the Board on this issue during the November meeting.

Fundraising (classroom vs. all-school)

Linda will speak to staff about this issue to solicit their input. She will report back to the Board on this in January.

Barbara Bliss motioned to adjourn the meeting and Darlene Fink seconded. Meeting adjourned at 8:12 PM.