

## **MINUTES - May 28, 2014 - TRCS Board of Directors Meeting**

**Mission Statement:** We will support each student's continuing discovery and development of self and community by providing a learning environment that is relevant, active and project oriented. All aspects of the student's experience at Two Rivers Community School will enhance his/her natural learning power.

**Members Present:** Lynwood Brown, Harrison Sterne, Jessica Gilway, Hannah Reeder, Shari Williamson, Sallie Arnold, Ali Zick, Bryan Martin

### CALL TO ORDER

- Meeting called to order by Lynwood at 5:42 p.m.
- Quorum established with 5 voting members present

### MISSION STATEMENT

- Mission statement read by Lynwood

### APPROVAL OF MAY 28, 2014 BOD MEETING AGENDA

**Shari moved to approve agenda** (*attached to these minutes as Exhibit A*), **adding academic standards committee report and election of secretary under new business; seconded by Harrison - PASSED by consent**

### CONFLICTS OF INTEREST

- No conflicts of interest

### APPROVAL OF APRIL 28, 2014 BOD MEETING MINUTES

**Shari moved to approve April meeting minutes with one change on 6th page** “\_\_\_\_\_”, **seconded by Hannah - PASSED without objection**

### PUBLIC COMMENTS

- Public Comment from Vicki Krueger

### DIRECTOR'S REPORT (*attached to these minutes as Exhibit B*)

- TRCS Staff Contract Possible Revisions (*attached to these minutes as Exhibit C*)

**Shari moved to approve Number 1 on Exhibit C, seconded by Hannah; after discussion,**

**Harrison moved to amend the motion to state that the transition to these new contractual dates will take place over a two (2) year period, with 2014/2015 contracts running from August 15, 2014 to June 30, 2015, and from the 2015/2016 contract, moving forward, contracts would run from July 1<sup>st</sup> to June 30<sup>th</sup> – FAILED, no votes in favor**

**Hannah moved to approve Number 2 on Exhibit C, with one revision moving the word “not” such that paragraph 2(d) reads: “At the end of the year, we could non-renew their contract or offer them another one, but we could not let someone go midyear without due process” and another revision clarifying that only salaried staff will be offered the contract. The motion was seconded by Shari – PASSED without objection**

**Shari moved to approve Number 3 on Exhibit C, seconded by Harrison – PASSED without objection**

**Harrison moved to approve Number 4 on Exhibit C, seconded by Shari – FAILED, no votes in favor**

**Harrison moved to approve Number 5 on Exhibit C, seconded by Shari – PASSED without objection**

**Shari moved to approve Number 6 on Exhibit C, seconded by Harrison – FAILED 3-2 (Votes For - Harrison and Hannah, Votes Against – Bryan, Lynwood and Shari**

#### COMMITTEE REPORTS

- Finance Committee
  - Proposed budget adjustments (*attached to these minutes as Exhibit D*):
    - revenue increases in budget of \$4660
    - expense decreases in budget of \$33,428
    - estimated ending cash balance for June 30, 2014 is \$296,032

**Shari moved to approve the budget adjustments in Exhibit D, seconded by Hannah; PASSED without objection**

- Classroom Sponsorship - status update by Finance Committee
- Budget Report - Projected 2014-2015 Budget (*attached to these minutes as Exhibit E*)
  - projected net surplus of \$27.20
  - includes no cut in federal or local revenue; 3% cut in state revenue
  - concern expressed by Lynwood that a budget with no meaningful surplus is not sustainable – our goal needs to be to eventually budget for adding a meaningful sum to reserves each year
  - Jessica notes that we are budgeting for a 3% cut in state revenues, which does not wind up happening and this is a cautious budget

**Harrison moved to approve 2014-2015 budget in Exhibit E, seconded by Shari; PASSED without objection**

- Technology Committee
  - Lindsey Scarborough would like to come and speak about our technology plan; so we will table this committee report until June
- Buildings and Grounds Committee
  - Staff input – staff is generally opposed to the idea that we could add a K/1 classroom this year; staff input mixed on re-design of main building in order to have a self contained space for EC children

**Harrison moved to approve \$500 out of reserves for design services, seconded by Shari; PASSED without objection**

- Planning Committee
  - the Planning Committee has an idea as to what design plan they want to go with for re-design, which is Plan B of the plans drawn/provided
  - the Planning Committee has submitted request for proposal seeking quotes on architectural design of new site and facility
- Policy Committee
  - the Policy Committee is having a 5-hour work session for purposes of meshing David Hostettler’s new policy templates with existing policies to get them ready for board approval
  - Lynwood wants to be sure that we have a policy which addresses acceptable use of email by students
- Human Resources Committee
  - Director search update – the Human Resources Committee has reviewed over 25 candidates, rated the candidates, eliminated a few and created a short list
  - will be conducting phone interviews and checking references next
- Academic Standards Committee
  - EL status update from Ali
  - staff professional development in reading and math this summer, for 10 to 12 days, recommended - would like to pay each teacher \$100 per day
  - Academic Standards Committee requests that the school calendar be changed so that Monday, August 18th is first day of school for students so staff can have two more teacher work days
    - This and other recommendations contained in the Academic Standards Proposal (*attached to these minutes as Exhibit F*)

**Shari moved to approve the Academic Standards Proposal (Exhibit F), seconded by Hannah – PASSED without objection**

GP, BDL, ENDS AND EL REVIEW

- tabled

## OLD BUSINESS

- Jessica sent out letter on charter renewal visit participants
- June board meeting will start at 4pm
- Facility planning update and decision - we need to approve the funds and the direction

**Harrison moved to proceed with the conceptual construction plan, to be further refined, that works within the existing building, at a cost of \$20,000, seconded by Shari - PASSED without objection**

- Policy review - revised by-laws (*attached to these minutes as Exhibit G*)

**Shari moved to approve the revised by-laws (Exhibit G), striking on page 9 "nominating committee," seconded by Hannah – PASSED without objection**

## NEW BUSINESS

- Consideration of new board members

**Hanna moved to elect the three board nominees, Brian Hicks, Amy Odom and Linda McCalister, seconded by Shari – PASSED without objection**

- Jessica wants to thank Ali for all the work she has done for TRCS, as does the Board

**Shari moved to appoint Bryan as Secretary, seconded by Hannah – PASSED without objection**

**Harrison moved to give Executive Committee authority to negotiate contract renewal for Acadia and finalize agreement, second by Shari – PASSED without objection**

**Shari moved to approve contract renewal for Buffalo Cove, Hannah seconded – PASSED without objection**

**Hannah moved to approve addendum to EL contract (*attached to these minutes as Exhibit H*), seconded by Shari – PASSED without objection**

**Shari moved to approve revised school calendar for 2014/2015 (*attached to these minutes as Exhibit I*), seconded by Hannah – PASSED without objection**

**Shari moved to approve the Board calendar for 2014/2015 (*attached to these minutes as Exhibit J*), seconded by Hannah – PASSED without objection**

- Jessica makes recommendation to renew contracts of staff members as detailed in her Contract Renewal Recommendations (*attached to these minutes as Exhibit K*)

**Shari moved to approve the Contract Renewal Recommendations for the staff members listed as 1-24 in Exhibit K, and to extend Jessica's contract and benefits through August 15, 2014, seconded by Harrison**

**Shari moved that we add a staff person, described as Office Help in Exhibit K, seconded by Hannah**

**Shari moved that we do not renew the positions for the EC 1-on-1 and middle school behavioral assistant, as described in Exhibit K, seconded by Hannah**

**Shari moved to go into Executive Session, seconded by Hannah – *PASSED* without objection**

**Shari moved to invite Jessica into Executive Session, seconded by Hannah – *PASSED* without objection**

**Executive Session concludes, Harrison moved to modify the Exhibit K motions such that Jessica's contract will be renewed through the end of July, 2014, seconded by Shari – all Exhibit K Contractual Renewal Recommendations, as modified herein, *PASSED* without objection**

**Shari moved to adjourn the meeting, seconded by Hannah – *PASSED* without objection**

- May 28, 2014 TRCS Board of Directors meeting adjourned at 10:13 p.m.