

WHITE PINE CHARTER SCHOOL
Board of Directors Meeting minutes
August 29, 2017, 6:30 PM

I. Call to Order – 6:30 p.m.

1. Director roll call –Director Lima, Director Stark, Director Seaman, Director Beaman, Director Beck, Director Frugoli, Director Burrows-excused.
2. Pledge of allegiance -Clark Jones
3. Welcome visitors–Director Lima, visitors-Clark Jones, Lori Orme, Melisa Morgan, Shantae Bailey, Adrienne Seamans.
4. Approval of July minutes- No July min. to approve.
5. Approval of agenda-Motion-Director Frugoli, Director Beck 2nd. all in favor. Motion passes

II.Public Input – Public input provides an opportunity for any board member, administrator, staff member or student to raise an issue. The Board will receive input without comment, except to ask questions to those speaking. Comments should be limited to 3 minutes. The Board will not take a related action during the meeting, but it will address the item in writing or in the next board meeting.

1. Mr. Clarke- Kitchen food is yummy. Congrats on killer open. Food is fresh and yummy.
2. Clark Jones would like to know about board goals. Goals were discussed in depth at the last meeting on board goals.
3. Board would like to make sure we track comments in notes from month to month on what parents say.

III.PFA update – Adrienne Seamans –

1. PFA newsletter will go out monthly to the teachers. Fundraising info will be in newsletter. Director Beck-Board would like this info too. Carnival theme is Show Your Cougar Pride. Wear school color. Pride shirt. School spirit.
2. Middle school would like to support box tops. 20 box tops=dress down day. 40=extra credit points, Highest gets to be principal for a day. Back to school night we handed out flyers of when things are due. There is now an app you can scan receipts and it will automatically upload points.
3. Elementary wants play ground equipment, middle school wants curriculum. I don't know what they want or need. Director Beck-What do they want? Adrienne-Chrome Cart that locks. Director Frugoli- We would like you to take care of out reach things, we(the school) should be able to get the cart. You get fun things. Such as, Letters for outside of school and Portable Stage. Director Lima-It is great to get the conversation going. Adrienne-I always go to the Admin before anything is approved.
4. Director Lima-We really want to thank you. We want to make sure our PFA feels supported by us and staff. Adrienne-First public meeting is

Thursday @ 7pm. Director Lima-We want someone to go from board and admin. Mr. Clarke will be there and Director Lima from board.

5. PFA Calendar for year going home with kids.

IV. Financials Update – Steve Bailey –Passed out a summary of what has been happening. Mr. Bailey went over expenses. I can give you more info if you would like. Checking, deposits, journals. Director Frugoli-we need to know expenses because it is our job. Director Lima-There is a new treasurer he needs to take time to sit down with you (Steve).

1. Director Seamans-I would like to sit down with you and understand all areas and more info. Once I am more familiar with things I can pick an area to look at more thoroughly each month or so.
2. Director Lima- As a board, I think Steve just wants to know what you want to see. Just tell him what you need and he can produce it. Director Seamans-I want to get more involved and know what it going on.
3. Director Lima- What can we expect from audit next month? Mr. Bailey-It will show what we have to show on our books like. They go through all my journal entries for the year. They make sure I'm not cheating the expenses. Payables are looked at. We publish an approved list of what is supposed to be posted to the public on our website. Everything that is required is published.
4. Director Lima-Formal assignment that Director Seamans and Mr. Bailey meet before the next board meeting. What reports should the board be looking at?
5. Director Beck-Didn't we discuss that this should be a board training? Director Lima-Yes, I want everybody to feel they can have training. Mr. Bailey-We should be looking at if we are hitting our numbers.

V. New Kitchen Report – Lori Orme and Director Beck

1. Completion of the new kitchen-Lori-everything is rolling and things are going good. I have to thank everybody for their help. Director Beck-Without Lori this would have not come about. All the rules and everything she has to do to be in compliance. An extra person will help with making things from scratch. Kids are getting a healthy breakfast.
2. Wellness policies-Mr. Clarke-Linda Westfall from the state is coming. We have to have a wellness policy to get kitchen to be approved. See policy 8200 -Basically it says that we will be in compliance with USDA and keep physical activity for our students. Director Beck-Teachers will be responsible also? 8200 Policy-Director Frugoli would like to make a motion to approve, Director Beck-2nd. Director Lima-any other discussion? Director Beaman- other policies will remain the same for now. All approved. Has now been approved to post for 30 days. All in favor
3. Point of sale software and lunch pricing-NutraKids will be coming. When the point sell comes. Parents can pay on line. NutraKids has all the things we need. It is the only software compliant with the state. Right now Lori is doing things by hand; this program will help make this easier. Program

was \$5625.00. Mr. Bailey – To pay off some of the kitchen we will finance. It was \$54,000 for equipment. If we are profitable we can give back to the state. We can have 3 months of reserves. We cannot price to high. Director Beck-we are going to have a better product. Mr. Baiely-as our efficiency goes up our pricing could change. Direcotr Beck-it is a marketing process too. Director Stark-maybe parents need to be educated on the new kitchen and prices? Director Beck-What are 2 simple things that we can do? Front page on the website and flyers also. Director Seamans-maybe we can get the Post Register to come do a story. Mr. Clarke-Sept. 8th ribbon ceremony at 11:00am. Director Beaman-I think the board should be there.

VI. **Administrator Report**

1. Facility exterior and interior projects in preparation for back to school- Drains are now draining correctly. Flagpole no longer leans. Portable classroom have been painted. Ramps have been reinforced and painted with non slip paint. Director Beck operated a bobcat and pulled out weeds at the front of the school. Mr. Clarke pruned the trees and moved a small hill that had been illegally dumped; there is new sod out front by the front door. There are pieces of grain in the sprinklers leaving them on, we are getting it fixed. All of the bathroom faucets now have screens. Michelle Waters painted gym floor. Bathroom stalls were repainted. Map will be repainted, also curbs with an Eagle Scout project. Bussing info will go out more efficiently now. At back to school night we had cookies from our new kitchen and they were yummy. Good feedback from parents about the positive feeling in the school. Middle school has cohesiveness. Middle school sent out emails to parents to let them know what to expect.
2. Enrollment-has dipped but it will rebound. Send board current enrollment numbers. Currently have 458 students.
3. Weekly teacher communications with parents-We will continue to send out weekly emails. This is part of the teacher's evaluation this year.
4. Before and after-school coaching-Deana Graham is doing this.
5. New teacher onboarding and mentoring-Ken doing this.
6. Teacher dresscode (per public input) discussed this with them.

VII. **Regular Business**

1. Additional technology (two more Google Chrome carts)-Director Lima-do we want to purchase 2 more chrome carts? This will bring this to 1-1 ratio in Middle School. Director Beck-I am 100% on board with this. Director Stark-Is it in the budget? \$11,400 is the price. Mr. Bailey-you will have to dip into our reserve. Director Beck-motion to purchase 2 more chrome carts. Director Frugoli-2nd motion. Director Stark-I don't think we should spend our reserves? Director Lima-I think we need to do this. Teachers need this. It is something that our teachers need for student academics. Director Seamans-I think it is what they need. Director Frugoli- when we invested in our Mac lab it really returned dividends back. When we hold on to the reserves we need to be wise.

\$11,000 is a resource. Director Beck-This is a way to enhance or middle school. Mr. Bailey-Day 2 we are short 10 middle school kids. Mr. Graham-Each teacher has great plans for these computers. They all ready have a vision. It would be implemented right away. Director Frugoli-we are all entitled to have an opinion. All in favor. No opposed. Director Beck-as a board we need to anticipate a policy for this. Add to work session.

2. Personnel committee- Topic tabled for upcoming work session
3. Teacher credentialing: Jana Johnston – Content Specialist- Motion to approve: Adam Frugoli sec: Amber Beck
4. Student clubs-Director Lima-moved to next meeting.
5. Parent survey-Director Lima-moved to work session
6. ISBA conference: Nov. 8-10 (Coeur d'Alene) Director Lima-let Mr. Clarke know asap. Great training.
7. New website, newsletter and signage - moved to next meeting.

VIII.Executive Session (pursuant to ID Code 67-2345(b)) Director Beaman motion- Roll call- Director Beaman-yes, Director Beck-yes, Director Stark-yes, Director Lima-yes, Director Frugoli-Yes Director Seamans-Yes Started at 8:34pm, ended at 10:10pm

IX.Next Board Meeting: Sept. 26 at 6:30

X.Adjourn