

Convened at Muddy Creek Charter School

Inavale Community Partners Board Meeting called to order at 7:35pm

The next Board meeting will be on Thursday, October 21. Please mark your calendars.

Present: Anita Grunder, Morning McCreary, Tanya Freeman, Dan Hays, Erik Swartzendruber (notetaker), Melissa Harris (arrived 7:40; departed 8:50).

Summary of Votes:

- **Motion to adopt** Directors and Officers liability insurance and Employment Practices insurance through Barker-Uerlings. (Anita), 2nd (Morning), passed 5,5,4,4.
- **Motion to approve** budget version G a presented in the previous meeting (Tanya), 2nd (Erik), passed 5,5,4,4.
- **Motion to authorize** the bookkeeper to pay the fees for direct deposit of paychecks of any salaried staff who want direct deposit. (Morning), 2nd (Anita), passed 5,5,5,5.

Public Comment: Melissa Harris reported interest in creating a bus system on the part of some parents. The board discussed past efforts and other ideas and options to create a transportation system. A carpool map can be put on the wall at the school. **AI-1: Dan** to locate or create the carpool map. **AI-2: Anita** to put busing into the Strategic Development Plan.

School Report:

- The School Improvement Plan is due to 509J on October 15. It is well underway.
- Enrollment: No change. Several prospective Kinders and 3rd graders have been placed on a waiting list. There are vacancies only in grades 1, 2, 4, and 5.
- Incidents to report: Dan dealt with a dog being allowed in the school. The wasp nest has been disposed of.

Morning requested a report on project-based learning in the next school report. The board expressed interest in reviewing project-based curriculum at a later date.

Board-ED Liaison Update: Dan and Anita will meet every Tuesday morning.

District Liaison Report: The audit was filed with 509J and the state. Intent to renew was submitted to 509J.

Treasurer's Report: The Chase account is still open, awaiting outstanding checks. Closing balance was \$873.55. The OSUFUCU account is open and currently has a balance of \$234.50. Petty Cash remains at \$13.

Board Insurance: Dan and Anita reported on the findings on board liability insurance from insurance broker Barker-Uerling. The annual premium quotes are as follows:

Directors and Officers liability: \$1547, Employment Practices liability: \$250, and Annual Spectrum: \$500. **Motion to adopt** Directors and Officers liability insurance and Employment Practices insurance through Barker-Uerling. (Anita), 2nd (Morning), passed 5,5,4,4. **AI-3: Dan** to research “Annual Spectrum” insurance and to initiate the liability policies with Barker-Uerling.

Budget: Dan reported that the budget still shows a surplus (beyond the recommended carryover) of about \$20,000. **Motion to approve** budget version G a presented in the previous meeting (Tanya), 2nd (Erik), passed 5,5,4,4. The board discussed upcoming spending items.

- Building repairs: Dan recommended not adding more to the budget for this category as there is reason to believe 509J could be convinced to make some repairs.
- Intercom System: Dan received 2 quotes and is expecting a third tomorrow.
- Parking lot painting: The board discussed doing this ourselves. **AI-4: Erik** to look into acquiring paint and renting striping equipment.
- School social events: Anita suggested tracking costs and organizing strategies for these events.
- Outfitting grades 6,7, and 8, including a science lab. Dan will make a list of equipment needed and in inventory to help determine an amount.

Fund Raising Strategy: Fund raising options were discussed. **AI-5: Anita** to present a plan for a donation campaign. **AI-6: Erik** to contact the PTO to see what fundraising events they are interested in and to check the date for the Giving Thanks event.

Renewal Update: Morning reported on the work required to complete the renewal application. She will send the draft to the board for review and revision. The board would like to submit the application by October 25.

Strategic Development Plan: Tabled until next meeting.

Calendar: The board set the date for the ICP Board Reunion dinner for October 15. Place to be determined.

Direct Deposit of Paychecks: The board discussed allowing this for salaried staff. The cost from the bank is \$1.25 per check. **Motion to authorize** the bookkeeper to pay the fees for direct deposit of paychecks of any salaried staff who want direct deposit. (Morning), 2nd (Anita), passed 5,5,5,5.

Meeting adjourned at 9:05pm.

Minutes taken by Erik Swartzendruber and submitted and filed by same.

Table of 509J meeting attendance:

October 11: Anita
November 8: ICP Board to present charter renewal application.
December 13: Erik
January 10: Morning
February 7: Kriste

Calendar:

October 15: Board Reunion Dinner
October 21: Board Meeting

CONSOLIDATED LIST OF ACTION ITEMS:

Carryover from Minutes of April 29th:

AI-6: Christine to make suggested revisions to Procedure 1 “Procedure for Creating, Modifying, and Storing Policies, Procedures, and Important Documents” and hand off to Erik to see through the process of passing.

Carryover from the Minutes of June 3, 2010:

AI-3: Dan to direct Gretchen (Cedar) to correct any discrepancies on the website regarding numbering of policies and procedures, and to include the Building Use Request form on the website.

Carryover from the Minutes of June 10, 2010:

AI-7: Morning to send a copy of the compiled Board Review information to Erik to attach to the minutes.

Carryover from the Minutes of August 26, 2010:

AI-1: Dan to inform the MCCS community when he has received confirmation of reduced testing requirements.

AI-3: Morning to check into the ads in “Parents” Magazine.

Carryover from the Minutes of September 9, 2010:

AI-1: Dan to look into room parents and classroom volunteers.

AI-2: Morning to open the OSUFUCU credit card accounts.

AI-3: Anita to update and format the Collections Development Policy document.

AI-4: Erik to remind former board member Christine Harvey about AI-6 from April 29, 2010.

AI-5: Erik to contact the PTO about volunteering to make thank you/greeting cards.

AI-6: Morning to draft a Letter of Intention for charter renewal highlighting major changes, and including a draft of the application.

AI-7: Tanya to send the board matrix brainstorming sheet to the board for review.

Carryover from the Minutes of September 22, 2010:

AI-1: Erik to send copies of the minutes since June to Elisa.

New from the Minutes of October 6, 2010:

AI-1: Dan to locate or create the carpool map.

AI-2: Anita to put busing into the Strategic Development Plan.

AI-3: Dan to research “Annual Spectrum” insurance and to initiate the liability policies with Barker-Uerling.

AI-4: Erik to look into acquiring paint and renting striping equipment.

AI-5: Anita to present a plan for a donation campaign.

AI-6: Erik to contact the PTO to see what fundraising events they are interested in and to check the date for the Giving Thanks event.