

## Board Meeting Minutes 10/18/2016

Board Members Present: Adam Cormican, Josh Greer, Dan Bessert, Kim Mabry

Interested Parties: Kathy Greer, Amy Furrey, Jennifer Bessert

- Opening Prayer: DB
- Secretary's Report
  - Changes:
    - Various grammatical correction
    - Correct policy 5010 verbiage "has not changed".
  - Motion to approve
    - DB
    - Second: KM
    - Approved
- Treasurers report: KM
  - Discussion of fixed assets
    - Depreciation adjustment has not changed in some time
    - Will not cause any issues as we do not pay taxes on the fixed asset value
  - Motion to approve
    - JG
    - Second: DB
    - Approved
- Principal's report: KG
  - Teacher observations completed 10/17/16
    - No major findings
  - Homework surveys
    - A couple teachers outside of boundaries
    - AC: Homework seemed to be reduced during week of survey
      - Teachers were not notified in advance
  - Gilgore family left Applewood
- Family Club Report: JB
  - Month End Balance: \$11,427.72
  - Available Balance: \$8905.71
  - 24-41 families participating in scrip
    - \$1058.68 earned so far (including buy outs)
    - 13 families met goal
  - Gift cards given for various school expenses
  - Discussion of family that had not paid from previous year
    - JB: Has been paid (was an oversight by the family)
  - Continuing commitment to service the vacuums on an ongoing basis.
  - Camera for Mrs Blake (year book)
    - \$250.06
    - Discussion about another option from previous meeting
      - Robin had already purchased due to a sale

- Questions:
  - AC: Question on an audit of books
    - JB: Has not been done
  - AC: Question if other parties outside of Mindy has visibility of scrip.
    - Jennifer: There are not
  - AC: Highly recommends we use an outside source audit books and have visibility to financial transactions and balances
  - Various discussion on balancing the scrip book
    - JG: We should be instituting an inventory process
    - JG: The person inventorying should be different than the person managing the book. This is the necessary accountability for financial oversight.
    - KM: reiterated the process
    - JB: asked how to proceed. Is the board going to approach Mindy to discuss how financial accountability is going to proceed in all groups, including scrip.
    - AC: Recommends having the family club manage this process on their own. We just require accountability
      - AF: But without the board making contact, it may come off as a personal attack.
      - JB: Asking if Joy (treasurer) can handle this?
        - AC: Yes
        - KM: But use an external audit process on an annual basis.
        - KM: Is volunteering to make the contact and establish a process.
- Board Oversight
  - 8<sup>th</sup> grade Trip
    - AF: Question regarding chaperone. The rule in the past has required a male and female chaperone. Since Alex is the only female in the group, is it OK for John Furrey to serve the purpose of the female chaperone.
      - JG: Serves the intent of the rule
  - Student Council
    - Discovered some excess petty cash
- Old Business
  - Tax Exempt Status
    - KM found the letter from the IRS
    - KM: Copies have been made
  - Firewall for network
    - Thank you to the Family Club for paying for this hardware
      - KG: Network much faster now
  - Academic Policies
    - 4210
      - Crossing out requirements for business math

- Changing GPA from 3.8000 (rounding only from the 5<sup>th</sup> place up to the 4<sup>th</sup> place to the right of the decimal point)
      - Motion to approve
        - JG
        - Second: KM
        - Approved
    - 4200
      - KG: Original intent was to catch D range students. History is finding that the process is not preventing students from moving from D to F. We cannot rob them of a credit due to the D. Changing the policy to address F issues. Process previously had created too much work for teachers and administration with little benefit.
      - Adding verbiage to have students come before the board if student receives an F for 2 quarters
        - Regardless of class
        - JG: Questions regarding the “teeth” of the purpose of attending the board. We need to get away from a requirement that has nothing defined as an enforceable action.
        - KG: Reiterated to the board that by the time the issue comes to the board, it will be faced with a subjective decision
        - AC: Acknowledges this and is OK with this.
      - Motion to approve
        - KM
        - Second: DB
        - Approved
    - Motion: Develop a process to store original files on a repository online to server as the master file location for all approved policies.
      - JG
      - Second:DB
      - Approved
- New Business
  - Fund raiser
    - What are we proposing that we are raising funds for?
    - AF: New laptops
      - KG: Recommends 10 devices (with CD-ROM)
  - Thanksgiving Feast
    - Margaret Ward had asked to change the structure
      - KG: Responded that we maintain the current structure simply because we are inviting many of the business sponsors. We should provide a meal.
      - KG: The feast is a beloved ACS event, historically.
    - JB: Asking if it would be possible for companies to sponsor a single laptop.
  - Policy 5010

- AC: Family was told something other than what the policy reads. The policy and the handbook do not match
- AC: The current question is how many days are allowed to make up homework
  - KM: Previous discussion on this policy to define this already
  - JG: Discussion was based on a sickness.
- KG: This was brought to the board several months ago for clarify this policy.
- AC: The policy states that they have a day per day of absence to make it up.
- Various discussion that this policy was previously discussed. Administration addressed the issue based on direction from the board.
- KG: Discussion about missing a single day, Monday for example. There is only 1 days' worth of work to makeup the work (Monday/Tuesday work is the same day)
- KM: From a teacher's perspective it would be too difficult for the students to get caught back up if allowed a day for every day of absence.
- AC: Concerned that he doesn't feel a wedding is a vacation
  - JG: I consider a wedding as a vacation as you know in advance of the absence.
- KG: In this case, when the school was notified 2 weeks in advance of the absence, the family was instructed that homework had to be completed when the family returned. The issue was not questioned at that time.
  - Further discussion about how the process was handled at the last minute.
- KG: Feels this is an example of why we have grace.
- KG: If we are to make any changes, we define planned or unplanned absences
- AC: Feels that the policy needs to match the handbook, about all work to be returned the day of return to school for planned.
- AC: Does not like any of our policies. They are a mess.
  - Do not match the handbook
  - KG: Suggests we get rid of the handbook as it will never match the policies. It is intended to give more detail than the policies as to better explain them.
- KM: We have heart issues in our school with these policies.
- AC: Do we want to fix this policy? Change to planned absence.
- AF: Discussed the verbiage in the handbook discussing the notice required for a planned absence. Not required for a power trip, but rather to help out our teachers and administrators to better plan
- KG: In this case would have preferred the response to support administration and suggest a review of the policy.
  - AC: Recommended to the family to get as much done as they could and petition the board for review of the policy if required.
  - Jennifer: When signed the document at kickoff, I accepted that I agree with the handbook. If I didn't understand it, I shouldn't have signed it.
- AC: Do we want to change the policy

- AC: Last line of the first page should be changed to match the handbook regarding planned absences. Homework will be returned on the day the student returned.
  - Replace 5010.10
    - Written notification is required 2 weeks prior to a planned absence and requires principal's approval. Homework is due on the day the student returns to school.
  - Adjustment to 5010.3
    - Add "work for 'unplanned' absences"
  - Motion to approve
    - DB
    - Second: JG
    - Approved
- Family Concerns
  - Discussion on possible FaceBook page for better communication
    - AF: This is what the bulletin is for
- Open Discussion
  - Nothing
- Prayer for school and families
  - Beaher Family
  - Montgomery Family
  - Greer Family, 20 year anniversary
  - Mabry family, 21 year anniversary
- Next Meeting
  - 11/15/2016 @ 6:30 PM
- Motion to adjourn
  - JG
  - Second: KM
  - Approved