

August Board Meeting Minutes

Members Present- Casey Wells, Carole Greene, Dawn Shumate, Twila, Amy Gardner

Staff present- Natalie,

- Call to Order at 5:40pm
- Mission Statement read aloud by Twila
- Approval of Agenda
 - Casey motioned to approve August meeting agenda Seconded by Amy; unanimous approval
- Approval of Minutes
 - June meeting
 - move approval of June minutes to September meeting
 - BOD mini-retreat
 - Casey motion bod mini retreat minutes Seconded by Carole; unanimous approval
- Conflict of Interest - none brought forward - Natalie will bring forms
- Public Comment - none noted
- Governance Process
 - Twila, Casey reads aloud Governance Processes GP-1, BDL-1, BDL-2, BDL-4, EL-1, EL-2 (Board of Directors Limitations and Executive Limitations)
 - Casey moves to affirm governance processes reviewed today, Seconded by Helen; unanimous approval

Staff Representative Reports

- 3rd graders Testing?
- Buffalo Cove Trips start next week with 4th grade
- open house tomorrow Tuesday August 29, 2023

Executive Reports

- Chair
 - Year Timeline of Events
 - Policy review timeline
- Secretary
- Treasurer
- PTO Chair(s)
 - First meeting last week - tons of participation and new families
 - Child care is a plus
- Director
 - Director's report - handout
 - Academics
 - EOG data details will be shared at next meeting due to state constraints
 - Building & Grounds-Safety

- Natalie working with Cyndi on various projects around campus
- Compliance
 - Funds completed by hiring reading interventionists
 - Remote Learning Plan?
 - Carole moves to not approve a Remote Learning plan
 - Seconded by Amy - unanimous approval
- Senate bill 49: Parents' Bill of Rights - handout
 - Schools have not been sent any guidance from Board of Education; they need time to interpret; Natalie has outlined some items which may affect Two Rivers and some policies and guidelines will need to be put into place
- Enrollment & Marketing
 - Need a Marketing Committee
- Finance
 - Projected Budget - handout - already approved by board
 - Budget Revisions - handout
 - Hired part-time EC assistant which freed up some funds
 - Added some admin help, director raise, and a more experienced teacher
 - Budget went from surplus to shortfall because of changes and PRC 181 spending needs
 - Twila moves to approve budget adjustments seconded by Casey unanimous approval
 - Treasurer - Casey investigate moving the endowment money, legacy account and cash on hand over to Lifestore or other competitive institution to take advantage of interest rates
 - Insurance Renewal - review of policy contract discussion
 - Good idea to review in future when our coverage needs change
 - Natalie is researching new phones and equipment to accommodate VOIP lower prices; working with someone to give a bid; phones are really antiquated and outdated
- Personnel
 - Looking for custodians - evening work \$20/hr - advertised on indeed
 - Looking for afterschool help and substitute teachers
- Student Services
 - 52 students - record number at after school last Wednesday

Current Business

- Nomination and vote for Vice Chair
 - Carole will talk to a few folks
- Potential new BOD members
 - Still looking for new members - parents? Alumni? Community members?

- Transportation Update - notes from David Brown - Executive Assistant from Appalcart
- Charter Renewal
 - Goals
 - Financial -
 - salary schedule for staff to be more competitive
 - Fundraising goals
 - Operational - increase enrollment
 - Academic goals - EOG scores
 - Restorative Justice Training
 - [Committee assignments](#) (Academic Standards, Policy, HR, Development/Fundraising, Building & Grounds, School Leadership)
 - Communications - discussion of better communication to parents about school and classroom events
 - Carole makes motion to move to executive session; Seconded by Casey

Adjourn at 7:25pm

Executive Session adjourned at 7:45p