| **Board of Directors Meeting** | **Minutes**  1/24/21  5:15 pm in the Cafeteria  Lake Country Academy  4101 Technology Parkway  Sheboygan, WI 53083 |
| --- | --- |
| Facilitator: | Kevin Delray |
| Recording Secretary: | Katie Beine |
| **Section I: Welcome** |  |
| **1. Call to Order - Kevin Delray**  **2. Roll Call - Katie Beine**  **2. Minutes Approval**  **3. Public Comment** | 1. Kevin Delray called the meeting to order at 5:22 pm and welcomed all in attendance. 2. **Board Members Present:** Kevin Delray, Lorraine Moratz, Sharon Zabrowski, Sarah Bennett, Leslie Laster, Peggy Ayers   **Board Members Absent:** Lorraine Marotz  **Non-Voting and Staff Members present:** Shawn Dzwonkowski, Katie Beine, Jeanine Claypool  **Guests:** Don Kollrath, Terese Wills, Jen Castillo, Katie Checkolinski, Derrick Rupp, and Jen Castillo   1. Sarah Bennett made a motion to approve the minutes from the previous meeting- Sharon, 2nd. All in favor, none-opposed. 2. Public comment- NA |
| **Section II: Oversight** |  |
| **Administrator Report:** | * See Administrator Report   ● Roof Quotes  ○ Quote #1 - CustomCraft Roofing - Attachment 1   * This is the recommendation from Chris Warner (Building maintenance) and Shawn. * Option 4 - Duro-Last Membrane upgrade add $4000 to project * Substitute DuroLast 40 mil PVC membrane in lieu of DuroTuff 50 mil PVC membrane   ● Upgrade adds “no dollar limit” covering consequential damages    Board is looking for recommendations from other customers that used CustomCraft Roofing. Looking to make a decision very soon due to the supply chain.   * Kevin made a motion to move forward with CustomCraft Roofing with a $91,000 money limit encompassing Option $1 and Option 4. Second: Scott Gruenke   ○Science Teacher  ○ Ella Floyd resigned on January 5  ○ Joshua Hafemann has been filling in  ○ Breann Mitchell will start on January 31  ● ESSER Grant Request  ○ 100 Chromebooks and two 65” Newline Interactive Displays  ● Calendar  ○ We are finalizing the 2022-2023 Calendar  ○ 1st day of school August 29  ○ Last day of school June 2  them |
| **Enrollment Update - Katie Beine/Jeanine Claypool** | Letters of Intent for current families have been sent out and are returning.  Currently, 419 students at LCA |
| **Section III: Committees** |  |
| **Finance Committee - Scott Gruenke** | Amanda Medina is checking into Health insurance premiums  We are paying off the bond continuously. We will be discussing it within 6-8 months for renewal. It matures at contract date, so as we look at renewing our contract with SASD, the bond will also be updated. |
| **Charter Oversight/Governance - Lorraine Marotz (Kevin Delray Sub.)** | Lorraine presented the LCA Board Member Orientation Packet. The packet includes Board Member Directory, Administration Directory, Board Manual, Charter, Bylaws, School History and School Organization Structure.  Lorraine also went over the LCA Foundation: Board of Director Manual  At February’s meeting we will have all edits and discussion points for revisions to the manual. |
| **Fund Development** **- Sarah Bennett** | Shake Out invites are going out. The goal for this year is $60,000. Funds will go towards additional mounted projectors, playground enhancements, and STEM classroom materials. |
| **Academic Performance - Leslie Laster (Katie Beine Sub** | Star Report Shared by Katie Beine  Reading Winter: 50.7% Proficient  Math Winter: 50.8 % Proficient  Teacher Representatives: Terese Wills shared with the board how her STEM lessons are incorporated into 3rd-5th grade. Shared with the board about how she shows students that we are problem solving. Students do engineering, coding, and technology. Also, extends across curriculums. |
| **Old Business:**  **New Business:**  **Adjournment:** | 1. *Library Allocation–Taken care of between Admin and Library staff* 2. *Roof Project: See Above* 3. *New Staf–Breann Mitchell* 4. *Board Manual–See Above* 5. *LCA Directory*    1. *Low participation makes the directory not very useful*    2. *Leslie recommended having the directories at the classroom level. Class level directories*    3. *Will make it a priority for the 2022-23 school year and add it to the registration process. Exclusion language will be used so parents have to opt out of it.*    4. *Lorraine made a motion of the previous motion was revised to show that a directory of families will be tabled until the 2022-23 registration. Second, Kevin.* 6. *Shake Out Fundraiser:*     1. March 5, 2021 to be held on Blue Harbor. Invites go out in January. We are celebrating the 20th Anniversary of LCA! 7. *Charter Renewal Goals*    1. Shawn and Kevin met to discuss talking points for the upcoming renewal of our contract.    2. Minutes need to be recorded. 8. *New Board Members* 9. *Shawn’s resignation*   Motion to adjourn called by Sharon and 2nd by Sarah at 6:08 pm |
| **Next meeting:** | The next meeting of the LCA Board of Directors meeting will be held on Feb 28, 2022. |