**Meeting Title**: LCA Charter School Board of Directors Meeting

**Date:** November 28, 2022

**Attendees:** Kevin Delray, Peggy Ayers, Derrick Rupp, Jason Kaufmann, Katie Beine, Bryan Bestul, Don Kollath, Katie Jansen, Katie Checolinski, Scott Versey, Scott Gruenke, Lorraine Marotz, Katie Jeansen

**Excused Absences:** Sharon Zabrowski,

**Unexcused Absences:** None

**Section 1: Welcome**

1. Call to Order - at 5:15 by Delray
2. Roll Call – See above. Excused Absences: Scott Gruenke, Lorraine Marotz
3. Approve Minutes from 10/22/2022 Board of Directors Meeting (Action)
	1. Approve by Versey. Seconded by Checolinski
4. Public Comment - Guests at the meeting if any (2 min per person). None present.

**Section 2: Oversight**

1. Administrator Report – Katie Beine (Information).
	1. Working on afterschool program participation.
		1. Started new Magic-The-Gathering group. Student organized and worked with Gameboard for additional cards.
		2. Elementastic started now and going well.
		3. Math game night: lots of family participation. Doing literacy
		4. 34 students participated in Lakeland Math Meet.
		5. Got 2,000 food items for Food Bank.
		6. Winter concert this week along with craft/book fair.
	2. Staffing Update: Two teachers will be out on maternity leave shortly. Have 2 long term subs to fill in. Also have a part-time secretary position available (still looking).
2. Enrollment Update - Katie Beine (Information) . At 430 students. Family moved to GB. Great feedback for letters of intent. New families apply December 1st.
3. Staffing: Gloria Herman hired for front staff helped.
4. General Updates:
	1. Potential for food prep at LCA: School district gets money for free/reduced lunch. Looking to get some money and do more cooking at LCA. But will require upgrade some plug ins/equipment. $35-38K savings for payroll. Still fact finding and Katie will keep the board posted on future updates.
	2. Playground equipment installed. Did take off $1,500 from final bill due to delays.
	3. Lease agreement with Edgewood church was signed (Katie B and Peggy reviewed). Church will start meeting in December- Starting in December. Lease is $2,000/month.
	4. Visitors to LCA in last month: President of SASD board and members from Racine school district. Both visits went well.
	5. State report card brief overview.

**Section 3: Committees**

1. Finance Committee - Scott G. (Information)
	1. Met last month (every/other month). Salaries were a bit over budget. Scott confirming with office on further information. Plan to finalize new breakouts in P&L. Total cash is down in October of TY vs. LY (due to roof expense). Odd payment schedule from SASD.
2. Charter Oversight/Governance- Lorraine M. (Information)
	1. Did not meet last month
3. Development Committee - Katie J. (Information)
	1. Will send out note to parents for specific talents needed to move committee forward.
	2. Plan to finalize key messaging (need copyright experience).
	3. Should committee look to form booster club? Board supports formation of group out of development committee.
4. Student Performance - Jason K. (Information)
	1. Reviewed scores and are below target.
		1. Request as a follow-up to how many students started with LCA (and their scores) vs. students that started later at LCA. Need to understand migration in/out of LCA and how that affects scores.
		2. Request to go visit schools who do have the higher scores.
		3. Main focus on ancillary programs and benchmarks for January update.
5. Teacher Representative Comments (Information)
	1. No teachers present- no updates.

**Section 4: Old Business**

* Review and approve each committee charter.
	+ Student Performance- Lorriane, approved. Kevin moved motion.
	+ Development- Versey moved. Jason second.
	+ Finance committee- will be tabled until January.
* Charter Renewal (Information)- Presentation to be made at SASD board meeting next month.
* Surveys: Parents/Staff (Information/Action)- Katie to send document to board for review/changes. Plan to vote for approval at January meeting. Survey to be sent in February.

**Section 5: New Business**

* Website Issue: Was resolved. Root cause: working with IT teams and teaming up servers to work more efficiently.
* Calendar for 2023-2024: Looking to get approved by board in early January. Katie to send in meantime.
* Student Handbook updates: Present in May, approval in June.

**Section 6: Adjourn** (Action) at 6:53 PM CT. Motion made by Versey, Seconded by Gruenke.

Next LCA Charter School Board of Directors Meeting: Monday, January 23, 2022. Adj