|  |  |
| --- | --- |
| **Board of Directors Meeting** | **Minutes**  02/22/21  5:15 pm in the Gym  Lake Country Academy  4101 Technology Parkway  Sheboygan, WI 53083 |
| Facilitator: | President – Kevin Delray  VP-Lorraine Marotz |
| Recording Secretary: | Lorraine Marotz on behalf of Megan Kautzer |
| Attendees: | **Board Members present:** Kevin Delray, Leslie Laster, Scott Gruenke, Lorraine Marotz, Peggy Ayers, Sarah Bennett  Sharon Zabrowski (Via speaker phone)  **Non-Voting and Staff Members present:** Shawn Dzwonkowski, Katie Beine, Jeanine Claypool  **Guests: NA** |
|  | **AGENDA TOPICS** |
| **1. Welcome and Call to Order**  **2. Minutes Approval**  **3. Public Comment-Presentations** | 1. President Kevin Delray called the meeting to order at 5:19 pm and welcomed all in attendance. 2. Kevin made a motion to approve the minutes- Barry 1st, Leslie 2nd all in favor non-opposed. 3. Public comment- NA.   . |
| Discussion / Conclusion: |  |
| Action Items: |  |
| **Section I: Student Outcomes:** |  |
| **Student Performance Report:** |  |
| Discussion/Conclusion: | Katie Beini shared:   * Katie presented Star outcome report. Report shows reading math test results as a school and also in comparison with SASD as a whole. LCA 71.8% At or Above. The remaining % classified as On Watch, Intervention and Urgent Intervention. SASD 41.3% At or Above with remaining % in On Watch, Intervention, and Urgent Intervention. * Noted our goal was to hit 65% At or Above * Noted reading is harder to instruct via direct instruction virtually * Katie advised that for children falling into invention categories she is working with Kathy Hoppy (Charter School Liaison) via a Lexia Program on the computer. While it is not direct instruction curriculum it does support the repetition aspect |
| **Enrollment Update:** | Jeanine Claypool shared:   * Lottery perform today- will advise results once district releases. * advised some grade are full (4th & 6th) with waiting lists and others with open spots * Middle School has 20 openings Kindergarten 9 * Main concern is 2nd & 3rd grade * Advised she has taken many interested parents on open house tours. With Covid they have been individual tours versus a group open house etc. |
| Discussion/Conclusion: | * Kevin asked if 420-430 students for 2021-22 school term is still a reachable goal. Jeanine responded yes * Sarah asked if any results received from Facebook ad - Jeanine advise 6,079 hits but no confirmation that any leads came from the Facebook ad |
|  |  |
| Teacher Updates: | NA |
| **Section II: Oversight:** |  |
| **School Executive Report:** | Shawn shared:  ∙ Return to In Person Learning  o Middle school will return on March 1  o Schedule is very similar to current schedule  o Added one day a week of guidance  ∙ Gas Leak  o Around 7:15am on 2/15 alerted about gas smell in middle of building  o Called, Bassett Mechanical, gas company and SASD  o Gas company sent a crew over immediately; considered an emergency  o Evacuated to Town of Sheboygan building  o Buses were routed back to LCA to return students home  o Frozen exhaust screen caused gas smell  to cycle back into the building ∙ Martin  Systems  o Replacement of existing fire alarm control panel remote annunciator in entry  way will be fixed in the next few weeks  o **$4,691.56**   * Approval of this handled by Executive Committee as an urgent item. Kevin/Scott approved and Kevin signed the check   ∙ Special Education Aide  o We will not be hiring a Special Education Aide; we are able to fulfill the needs of  all the students with our current staffing  ∙ Crossroads and Southside Church  o Crossroads will be occupying the building through April and possibly into May o They will continue to pay the normal rate each week  o Southside Church would be looking to move into the space the week after  Crossroads vacates |
| Discussion/Conclusion: | Discussed Southside Church rent charge based upon biggest part of square footage is the gym. Scott asked about cleaning cost now with Crossroads. Shawn advised LCA pays for the cleaning. Kevin suggested this be included in the cost to Southside. Start at $2,400 per month with room to negotiate down to $2,000.  Lorraine asked about the speakers & projection equipment in the gym, Right now Crossroads owns but is willing to accept an offer. Estimated cost to replace on own is $50-60K. Shawn is going to looking into further with Crossroads on what they consider an acceptable offer. |
| Action Items: | **Action Item:** Southside Church needs a quote for gym and 3 classrooms from  7am until noon through December  o **Crossroads current monthly rate:** $3773.37  o **Crossroads current space requirements:** gym, Founder’s Hall, 11 classrooms,  and additional rooms as approved by administrator |
| **Financial Report/Financial Statements:** |  |
| Discussion/Conclusion: | * Scott shared that he reached out to bank to re-amortize our loan. Ask to possibly wrap roof expense * Review budget – most notable is over on technology due to chrome book purchase * Noted right now cash flow is break even * Noted prior to next board meeting will have a finance committee meeting to review budget plans for next fiscal years * Noted enrollment is going to be a big factor for a positive budget |
| Action Items: |  |
| **Committees:** |  |
| Discussion / Conclusion: | **Finance Committee:**   * Noted they will meet before next board meeting   **Academic performance:**   * Leslie advised all is good   **Board Development:**   * Lorraine advised still working on skeleton manual. * Lorraine asked again that each board member provide their thoughts in writing on what they think our board’s purpose is. This will help serve to write our finalized agreed upon purpose for the board manual   **Fund Development:**   * Sarah advise that she will have her committee purpose outlined for next meeting * Sarah asked if cost for roof is known has wanted to include in her numbers for fund raising goals |
| **New Member Introduction/Voting**  **Farwell to outgoing members.** | na |
| |  |  | | --- | --- | | **Adjournment of meeting:** | Greg called for a motion to adjourn Ray 1st and Adam 2nd the motion- all in favor, and none opposed. | | |  | | --- | |  |  * Motion to adjourn by Lorraine 1st called by Peggy and 2nd by Scotti at 6:12pm |
| **Next meeting:** | The next meeting of the LCA Board of Directors meeting will be held on March 22, 2021. |