

## Board of Stewards Meeting Minutes

June 21, 2016

In Attendance- Krista K., Andrea H., George R., Laura C., Layne M., Cathy S., Patrick E., John R., Charity B., Nicole M., Melissa Humphreys (potential member)

### Opening Verse

Welcome guests

No opening activity.

### Board Duties

- Facilitator- Layne M.
- Co-facilitator- Krista K.
- Task Keeper- Charity B.
- Time Keeper- Laura C.
- Minutes- Nicole M.
- Stack Taker- Cathy S.
- Agenda Colector- Andrea H.

Approved Minutes from May meeting.

Approved Agenda, with slight modification, for this meeting.

### Suggestions/Reminders

- Attach minutes from previous meeting to email with Agenda.
- Staff member/Specials teacher give presentation at board meeting.
- Patrick to email Parent Survey out to everyone.
- Bylaws- look at position term language
- Fundraising policy- Charity to fix (take out bullet 1) and redistribute
- Task List- Charity
- Board Calendar- Nicole, Charity and Laura

### Committees Question/Answer

- Director's Report- Patrick E.
  - Hiring
  - SAC- Discussed the Read Act. I-ready showed some growth, new Dibbles testing for reading.
  - Discussed having a specials teacher or some staff (Britt Kuhns for testing) give a presentation at each Board Meeting.
- Finance Report- George R.
  - Finance committee will review the year end 2016-2016 actual vs. budget in July.
  - Looking at 5 year projection for new site to determine maximum borrowing capacity
  - teacher salaries for D-51 are increasing higher than the cost of living
  - Good meeting this morning with the entity who facilitates the bond.
- Resource Development Report- Charity B.
  - Bacon grant very close to being finalized and sent out
  - Exploring Colorado Gives, best Grant
  - Suggested exploring CFC, Combined Federal Campaign and solar

### Guest Speakers

- Melissa Humphreys joined us. She is interested in being on the Board of Stewards She will have 2 children attending JRCS next year.

### Building/Site Committee Update

- Met with the company who facilitates the bond.

- Working with the architect to develop a Master Site Plan with building locations and layout. then will put into phases based on priority and what we can afford. Classrooms and Administration are top priority, followed by specials, and then the large hall/gathering space.

#### Parent Survey

- Patrick did not have the information, he will email out to everyone.

#### Board of Directors- Members/Voting/Positions

- Pam Middlemas, Laura Carter and Nicole Miller submitted letters of interest to continue on the Board of Stewards for another 3-year term. All three were voted in.
- New Positions
  - Chair- Layne Meyers
  - Vice-Chair- Andrea Haitz
  - Secretary- Cathy Staten
  - Treasurer- George Rau

#### Administration Job Descriptions

- Patrick presented job descriptions for administrative positions including Administrative Director (himself), Administrative Assistant (Tammy Myers), Director of Curriculum and Instruction (Donald Samson) and Care Coordinator (Chamaine Ready)

#### Fundraising Policy

- Approved with 1st bullet stricken. Charity to fix and send out.

#### Task List

- Charity went through and will update.

#### Board Calendar

- Nicole, Charity and Laura to work on and submit for next meeting.

#### Closed Session

- Went into closed session to discuss personnel.