

Academic Arts High School School Board Meeting Agenda

Tuesday, June 22, 2022 | 5:00 pm | Academic Arts High School Room 123
Participation Remotely Via Google Hangouts Meeting

Board Members Present: Josh MacLachlan

Board Members Present Remotely: Tenille Warren, Rachael McNamara, David Gunderman, Christy Dickinson, David Massey

Others Present: Nate Winter - CLA (Ex Officio, Remotely), AAHS TPS Representatives: Stephanie Lonetti (Ex Officio, Remotely), Nalani McCutcheon (Osprey Wilds, Remotely)

Absent: Rachel McNamara, David Massey

Agenda

- 1. Call to Order:** Josh MacLachlan calls this meeting to order at 5:01 pm.
- 2. Conflict of Interest Check:**
 - a. None to note
- 3. Approval of June 22, 2022 Agenda:**
 - a. Josh MacLachlan motions to approve the June 22, 2022 agenda. David Gunderman seconds.
 - b. Discussion:
 - i. No further discussion
 - c. Motion passes with following votes:
 - i. Josh MacLachlan - Aye
 - ii. Tenille Warren - Aye
 - iii. Christy Dickinson - Aye
 - iv. Brenda Johnson - Aye
 - v. David Gunderman - Aye
- 4. Approval of May 17, 2022 Minutes:**
 - a. Tenille Warren motions to approve the May 17, 2022 minutes. Christy Dickinson seconds.

- b. Discussion:
 - i. No further discussion
- c. Motion passes with following votes:
 - i. Josh MacLachlan - Aye
 - ii. Tenille Warren - Aye
 - iii. Christy Dickinson -Aye
 - iv. David Gunderman - Aye
 - v. Brenda Johnson - Aye

5. Public Comments:

- a. No public comments

6. Financial Report: (Josh MacLachlan - Treasurer, Nate Winter - CLA)

a. Approval of May 2022 financial report

- i. Josh MacLachlan motions to approve the May 2022 financial report.

Brenda Johnson seconds.

- ii. Discussion:

1. ADM

- a. Current Approved Revised Budget: 112
- b. Current School enrollment: 118
- c. Current Average ADM: 112.57
- d. ADM Variance: 6

2. 83% of way through year:

- a. Revenues at 90% of budget
 - i. Includes workers comp credit
- b. Expenditures at 89% of budget

i. Includes graduation and prom supplies

3. Cash on hand at the end of January was \$313K, \$33K decrease from prior month.

iii. Motion passes with following votes:

1. Josh MacLachlan - Aye
2. Tenille Warren - Aye
3. Brenda Johnson - Aye
4. Christy Dickinson - Aye
5. David Gunderman - Aye

b. Approval of May 2022 disbursements

i. David Gunderman motions to approve the May 2022 disbursements.

Josh MacLachlan seconds.

ii. Discussion

1. Several receipts were not turned in on time.
2. Finance committee needs to give team a refresher on protocols.
3. Suggestions from Tenille and Christy
 - a. Define policy for deadline after purchase
 - b. Review protocol
 - c. Get tax exempt status on file with regular vendors
4. David asks about Canva purchases: one-off purchases for Senior post cards.

iii. Motion passes with following votes:

1. Josh MacLachlan - Aye
2. Tenille Warren - Aye

3. Christy Dickinson - Aye
4. David Gunderman - Aye
5. Brenda Johnson - connection lost

7. Ex Officio Report: (Shoua Yang)

- a. School Events:
- b. Enrollment:
 - i. Currently at 118
 - ii. 32 Seniors graduating
- c. TPS:
 - i. Restructuring roles in TPS committee to improve efficiency
 1. “Jay Squad” will consist of “Committee Leads” from the following committees: Finance, Behavior, SpEd, GenEd, Personnel.
 2. “Jay Squad” meetings function as TPS meetings function currently. Committee leads update committee members on Jay Squad meetings. Committee members can focus on committee work.
- d. Personnel:
 - i. Working to fill two non-returning positions for FY23
 1. “Behavior Lead”/”Dean of Students” - FILLED
 2. School Social Worker - FILLED
 3. SpEd Teacher -
 4. GenEd Teacher (Art) -
- e. Behavior:

- f. Finance: See Financial Report section
- g. Marketing:
 - i. Christy asks about updates on marketing efforts
 - 1. David: Aimee Plueger has resigned, a major asset to the marketing team
 - 2. Tenille: Has the marketing team considered a college intern for marketing? - YES, marketing team is pursuing this
 - 3. Most of contacts seem to be word of mouth
 - a. Current and past students and families
 - b. Social workers at other schools
 - h. Curriculum
 - i. Special Education
 - j. SEL: focusing

8. Student Data Report – Josh MacLachlan

- a. Data is added
- b. Dashboards may not be pulling properly. Review tabled until next meeting.

9. Strategic Items:

- a. Review official correspondence from OW about reauthorization.
 - i. Josh sent response to OW on steps the board is taking to address items in the letter of concern detailing protocols and policies being developed.
 - 1. SpEd director hiring oversight policy
 - 2. Addition of metrics to TPS evaluation
 - 3. Review/update minimum qualifications and training for membership on TPS committee
 - 4. Increased expectation for board meeting attendance by all TPS

members

- b. Mission / Vision / Values process review:
 - i. David will review updates with board for feedback at July meeting.
Board members can reach out to David for more information
 - ii. Josh will bring current progress on professional values to July meeting
for board review and input
- c. Update on Action Steps Defined in Notice of Concern from Authorizer
 - i. Letter reviews coding issue salary for Behavior Lead position discussed
in February meeting: Board required to make the following corrections:
 - 1. Establish a system of oversight to ensure that the school's Special
Education Director is given the authority over fiscal supervision
and administration of the special education program.
 - a. **Board Request:** Personnel committee define protocol for
verifying job positions. The Board Chair and Tammy will
connect on new hires to note any issues. Ultimate goal is
to make sure that there is a way for concerns to be brought
to board.
 - b. This policy or system should expand beyond the scope of
the notice of concern to any issue of which the board
should be aware. This will be added to future agendas for
further updates, development, and discussion.
 - c. JOSH - will reach out to OW to verify next steps
- d. Review of updates to employee handbook (First Reading)
 - i. Warning statement at end of 6.8 should be reworded
- e. Review updated enrollment policy (First Reading)

- i. Need to clarify if lottery policy vs waitlists mid-year

10. Action Items:

- a. Josh MacLachlan motions to approve “Scenario 3” from the budget scenarios document as the FY23 budget. Tenille Warren Seconds
- b. Discussion:
 - i. Board is excited. This budget will provide competitive compensation for recruiting and retaining great staff, ensuring a strong learning community.
 - ii. Brenda Johnson asks for all board members to introduce themselves (name, role, etc.)
- c. Motion passes with following votes:
 - i. Josh MacLachlan - Aye
 - ii. Tenille Warren - Aye
 - iii. Rachael McNamara - Aye
 - iv. Christy Dickinson - Aye
 - v. David Gunderman - Aye

Adjourn:

- d. Tenille Warren motions to adjourn at 7:10 pm