

APPROVED



## KTEC Governance Board

# Minutes

## Governance Board Meeting

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### Date and Time

Monday August 19, 2024 at 6:30 PM

### Location

KTEC West Community Room and Remote

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### Directors Present

P. Schofield (remote), R. Czarnecki (remote), R. Patterson (remote), S. Brown (remote)

### Directors Absent

A. Laws

### Ex Officio Members Present

J. Creel (remote)

### Non Voting Members Present

J. Creel (remote)

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

R. Patterson called a meeting of the board of directors of KTEC Governance Board to order on Monday Aug 19, 2024 at 6:30 PM.

### C. Approve Minutes

S. Brown made a motion to approve the minutes from Governance Board Meeting on 08-05-24.

R. Czarnecki seconded the motion.

The board **VOTED** unanimously to approve the motion.

## II. Facility Updates

- A. Most of the classrooms are ready or will be before school starts. Snap-On partners will assist with moving the innovation lab.**

Great progress on all of the tasks that needed to be completed.

## III. Finance

- A. No new updates at this time.**

No discussion at this time

## IV. Staffing

- A. Filled open position, interviewing for two more.**

Discussed filled and open positions.

## V. Enrollment

- A. Working on enrolling additional students like previous years.**

While we have lost some students we are continuing to add some as well.

- B. Will begin planning in September for open house for enrollment.**

Need to plan for marketing.

## VI. Communication with Families

- A. Governance Board will have a table at open house.**

Renetta & Sara will be at the table to talk to parents and get their feedback.

## VII. Closing Items

- A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,

P. Schofield