

# Lumen Public School

## Minutes

### Board Meeting

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#### Date and Time

Thursday January 20, 2022 at 2:00 PM

#### Location

Lumen High School  
718 W. Riverside Ave.  
Suite 201  
Spokane WA 99201

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#### Directors Present

A. Estes, C. Plager, D. McMurray, J. Ray, L. McDonald, T. O'Sullivan

#### Directors Absent

G. Sementi

#### Guests Present

S. Edwards

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### I. Opening Items

#### A. Call the Meeting to Order

J. Ray called a meeting of the board of directors of Lumen Public School to order on Thursday Jan 20, 2022 at 2:02 PM.

#### B. Land Acknowledgement

#### C. Record Attendance

#### D. Governance Moment of the Month

Go over the shift from a start up board to a governing board.

## **II. Work Session- Strategic Planning**

### **A. Board Member Agreements & Meeting Norms**

Strategic Planning Document -

- Norm and Agreements - important for everyone to feel safe and not attacked
- Always an option to table topics for further meetings if discussion not heading in a healthy direction.
- Important for all board members to feel safe, welcome, appreciated, and hard work is acknowledged.
- Reminder - Board Agreements / Systems - anything that is going to be brought to the board has to be sent 3 days in advance - can review prior to maximize constructive conversation.
- Andrea is going to join the Governance committee - important to build a culture that can endure bumps. Emailing questions out to prepare for equity presentation.
- Important to add back social events to get know board members.

Bylaws - Committee roles re-assess at some point - reach out to Thad  
Possibly share committee roles templates

### **B. Group Activity**

Team building game.

## **III. Strategic Plan Overview**

### **A. Overview & Board Assessment Results**

Enrollment for the school - getting the word out.

Added Board growth to document

Working on recruitment and messaging for future board directors. What skill sets are we looking for would assist in helping recruitment.

Could we expand outside of Spokane?

Calendar - made some changes

Need someone to join Jene in committee - CEO Eval

12 is the minimum for Board - 2 people on each committee

Next month approval

**B. Organizational**

**C. Accountability: Financial**

Development committee bring a list of ideas to the board.

Document - ways to be involved - matching board norms and values

Re - drafting over and over

14 pages due to WA charters

Add grants to document

Eliminate the word

Helpful postcards to send out

Looks reasonable

Document part of packet to new board members

Make further revisions - bring back to the board.

**D. Enrollment**

**IV. Finance**

**A. Monthly Financial Report**

Budget Status Report by Object

Revenues - good year end giving

Expenditures - Hood/exhaust fan in the kitchen

Discuss Fund balance

Jarod - work load - good leads in operational

Supplies - low month in December

1% over budget currently

**V. Consent Agenda**

**A. Approve Minutes**

T. O'Sullivan made a motion to approve the minutes from Board Meeting on 12-16-21.

A. Estes seconded the motion.

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

**B. Approve December Payroll & AP**

C. Plager made a motion to approve December Payroll & AP.

L. McDonald seconded the motion.

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

**C.**

### **Approve Policy & Procedure**

J. Ray made a motion to Approve Policies and Procedures.

C. Plager seconded the motion.

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

## **VI. 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 3:30 PM.

Respectfully Submitted,

J. Ray

### **B. Board Location**

Ensure location is accessible to public.

Continue to look for different locations.