APPROVED

Paramount Schools of Excellence

Minutes

Board Meeting

Date and Time
Tuesday March 14, 2017 at 5:30 PM

Location
3020 Nowland Avenue, Indianapolis, IN 46201

Directors Present
B. Eldridge, C. Park, J. Amu, P. Blackard, T. Rude

Directors Absent
A. Bekele, H. Maurer, J. Hazzard, Jr.

Ex Officio Members Present
T. Reddicks

Guests Present
Adam Freeman, Barb Richardson, Chris Larson, Dre Knox, Jasmine Burditt, Kyle Beauchamp, P. Purvis, S. Ping, Scott Frye

I. Opening Items

A. **Record Attendance and Guests**

B. **Call the Meeting to Order**

T. Rude called a meeting of the board of directors of Paramount Schools of Excellence to order on Tuesday Mar 14, 2017 at 5:41 PM.
Tom was glad to see all documents were sent through Board on Track. No emails needed to be sent. Encouraged board members to become more familiar with the new program.

II. Public Comments

A. Public Comments

No public comments.

III. Consent Agenda Review and Approval

A. Review and approval of February minutes

T. Rude made a motion to Approve minutes and vouchers Board Meeting on 02-21-17.
P. Blackard seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Voucher approval for February

Vouchers were approved.

IV. Finance

A. Financial report

Shawna Ping reported she has started sending Brittany Eldridge financial statements each month. While reviewing the report, Shawna did not see any concerns or red flags on the information presented. Hannah and Shawna will review each month before the information is presented to the board. Shawna will be processing the IFF payment this week. It is not on the financial report because last month's minutes had not been approved when the report was made.

Chris Park questioned how the items are reported. Shawna explained line items and how some can be broken down in to sub categories. Shawna, along with the bookkeepers are working to get the report more organized.

Tom Rude would like Brittany Eldridge to be listed on the agenda to give the monthly financial report as treasurer.

V. Governance

A. Review and Approve Board Job Descriptions and Nominating Board Member Policy

The board reviewed job descriptions suggested by Board on Track. Tom Rude would like to table the job description for nominating board members. The governance committee with go through each job description and make any minor changes before submitting for final approval. The governance committee with go through each job description and make any minor changes before submitting for final approval.

Board President job desctiption

General Responsibilities

- Written in our charter that the president is to remain as ex officio for one year after.
- Change ex officio to serve as a member of standing committees
- Change Board of Trustees to organization
- General responsibility changes need to be consistent throughout all job descriptions
- Hiring, evaluating and terminating the Executive Director.

T. Rude made a motion to Adopt Job Board President job description with corrections.
C. Park seconded the motion.
The board **VOTED** unanimously to approve the motion.
Vice President Job Description

General Responsibilities

- Change to organization instead of Board of Trustees
- Change ex officio to serve as a member of standing committees

T. Rude made a motion to Adopt Vice President job description with corrections.
C. Park seconded the motion.
The board **VOTED** unanimously to approve the motion.
Treasurer Job Description

General Responsibilities

- Add organization under general responsibilities.
- Add an audit committee.

T. Rude made a motion to Adopt Treasurer job description with corrections.
C. Park seconded the motion.
The board **VOTED** unanimously to approve the motion.
Secretary job description

General Responsibilities

- Change Board of Trustees to organization.

Specific responsibilities

- Office of the clerk changed to Secretary of State. Nothing in they by-laws regarding office of the clerk.
- Remove #6 completely.
- Add secretary must sign, along with the president, for an additional credit card holder.

T. Rude made a motion to adopt Secretary job description with corrections.
P. Blackard seconded the motion.
The board **VOTED** unanimously to approve the motion.
Tom Rude asked Peggy Blackard to be Secretary and she accepted.

Finance and Development committee
Brittany Eldridge - committee chair
Peggy Blackard
Jude Amu
Hap Hazzard

Academic and Governance committee
Tom Rude - committee chair
Chris Park
Heather Mauer
Aster Bekele

VI. Operations Report

A. School Operations

Tommy Reddicks

May 7th is the official opening of the Peace Park.

Neidhammer co-work space working well

Barb Richardson

IMPACT 100 (teacher housing) notified we are in 2nd round.

Giving Sum (eco room expansion)we are in the 2nd round and they will be doing a site visit on Friday, March 24.

TURN Festival sub committee chairs needed for each area. Need a chairperson for volunteer coordinator.

Chris Larson

Moved the goat herd to a new 7 acre farm. All goats had CAE virus and could no longer be bred or use the mild for cheese. The virus is transmitted through saliva, blood, and feces. Virus will not affect new herd and does not affect humans. We will be receiving 4 younglings and 2 milk goats coming in May.

Interviewing for a new garden and landscape employee starting Wednesday, March 15.

Has been attending class to get certified as an agriculturalist.

Dre Knox

During ISTEP week trying to catch behavior issues early on before behavior can escalate.

Discipline team being as visible as possible during the week before spring break.

Adam Freeman

Goal is to support the teachers and students during ISTEP testing

Scott Frye

Teachers and students are working very hard on ISTEP. Opened up teacher interviews for new school.

Kyle Beauchamp

Continuing going to Mind Trust meetings each week.

Jasmine Burditt (Mayor's Office)

Priority with office to bridge the teacher gap with charter schools.

VII. New Business

A. New Business

No new business to report

VIII. Closing Items

A. Next Board Meetings

B. Adjourn Meeting

T. Rude made a motion to adjourn the meeting.
C. Park seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,
P. Purvis