APPROVED

# Paramount Schools of Excellence

# Minutes

## September Board Meeting

**Date and Time**
Tuesday September 11, 2018 at 5:30 PM

**Location**
3020 Nowland Avenue, Room 13

**Directors Present**
A. Bekele, B. Eldridge, C. Park, J. Amu, J. Hazzard, Jr., M. Bishop, P. Blackard, T. Rude

**Directors Absent**
*None*

**Ex Officio Members Present**
T. Reddicks

**Guests Present**
Adam Freeman, B. Richardson, Darius Sawyers, H. Okerson, J. Monk, Mary Laflin, Monica Hingst, P. Purvis, Rhonda Grady, Sarah Shaffer, Scott Frye (phone), Tiffany Palacios, Valerie Carlisle

### 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 Sep 11, 2018 at 5:36 PM.

## II. Public Comments

### A. Public Comments

Ms. Satchuel Cole asked the board if the only way to contact them was through their email. She has sent two emails, August 15th and September 7th asking about the Paramount Police Department. As of today she has not received a reply from the board.

Tom Rude receives all emails for the board and he has not seen Ms. Cole's emails come through.

Christopher Park asked if Ms. Cole if she could provide the board with hard copies of the emails. Ms. Cole could not provide the copies.

Tom suggested, to Ms. Cole, she contact the network office with any questions regarding the Paramount Police Department. The email addresses we have for Ms. Cole were confirmed, satchcole@gmail.com or satchole@yahoo.com.

## III. Consent Agenda Review and Approval

### A. Approve Minutes

T. Rude made a motion to approve minutes from the August Meeting on 08-14-18 August Meeting on 08-14-18.
J. Hazzard, Jr. seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. Review and approve consent agenda.

T. Rude made a motion to approve consent agenda.
P. Blackard seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. Voucher approval

T. Rude made a motion to approve vouchers.
P. Blackard seconded the motion.
The board **VOTED** unanimously to approve the motion.

## IV. Operations Report

### A.

**Operations Report**

Tommy Reddicks

- Tom Rude and Tommy Reddicks met with members of the Lutherwood boards to discuss the possibility of building a school on the Lutherwood property. Tom stated it has been difficult to get members from all boards together and a selected group of members will be selected to meet on a regularly basis.
- The construction on the front entrance overhang at Brookside has been delayed. Additional structural support will need to be added to support the weight of the plant boxes. The weight of the dirt was not taken in to consideration on the original bid. The additional construction cost would be approximately $36,000.00.
- IDOE student count day is this Friday, September 14, 2018. Currently there is only one day for official count but upcoming legislation could possibly bring back two official count days.
- TURN, guest speaker has come to tour the farm. He would like the farm to provide him with 25lbs. of Gnarly Val cheese prior to the festival.

Hannah Okerson

- Currently developing an infrastructure for both sites to streamline the workload with an additional staff member.
- Working with the new HR system adding funds and coding.
- Invoicing exhibitors for the TURN Festival.
- Upcoming board financial reports will now include the SY18-19 grant information. To help the board understand grant procedures, Tom Rude would like to see a summary page of all grants to be included in the financial report. This will give board members the opportunity to monitor grant activity.
- The audit is going smoothly and the auditors are currently working with Bookkeepers Plus.

Tiffany Palacios

- Continuing to work with the new HR system. The system is fully functional for payroll and time card management. In the process of importing employee historical records and developing recruitment and on-boarding portals.
- 403b options have expanded with our employee growth.
- With close to 100 employees, the benefit package could change. We work with a broker, Assured Partners, to get the best benefit deals for our staff. Tom would like any benefit changes be given to the board so they can be aware of how the budget will be affected.

Jessica Monk

- Working with both schools to update all educational policies for the beginning of the school year.

- Community Heights has hired an Operations Manager, Jackie Fitzgerald.
- Met with Charter School Growth Funds to possibly fund our CH expansion.
- Working with both schools for OSHA compliance and to make sure both schools are up to code.

Barb Richardson

- McCoy grant is a 3 year grant for allowing PSOE graduates to return in the summer to work in the STEAM program.
- Will be applying for the Thriving Schools Through the City grant. This grant would be $5,000 for each school.
- Applying for Delta Dental Water Fountain Replacement grant for Brookside.
- After TURN we will be starting Paramount Preview. A month of tours for both schools. These tours are held in the morning and last about 45 minutes.
- Preparing for the 2018 TURN festival with 78% of the dinner tickets sold for the feast.
- Thank you to Mandy for the additional help in getting exhibitors for TURN.
- Both schools received backpacks from Teacher's Treasures and Angie's List.
- Butler students involved with Ambassadors for Change will be returning to Brookside to volunteer on the farm.
- Assured Partners worked on the farm in August. Eli Lilly and Elanco will be volunteering in the future.

Scott Frye

- Students have acclimated well to the new ChromeBooks.
- Now have a certified Google instructor for the school.
- Extra curricular activities, such as football, is supported by staff and families. Additional extracurricular activities, such as the health club, are being developed.
- National Blue Ribbon award ceremony will be October 2, at the Statehouse.

Kyle Beauchamp

- Community Heights now has Instructional assistants for each grade.
- Successful in engaging families in many different ways such as driveline donuts, breakfast with admin, and SCO meeting. Family Jam Literacy night will be Tuesday, September 18th.
- Now have a new operations manager, Jackie Fitzgerald.
- The school's relationship with Lutherwood has been very strong. They have been both welcoming and supportive of our staff and students. They have given each student two free sets of school uniforms.
- Attend the Community Heights monthly meetings.
- Support from Brookside and network has been great. CH will be sending teachers to Brookside to observe classrooms.

- Out of six teachers 2 have had previous experience 4 are first year.
- Daily challenges and building the culture takes time. K-2 is taking longer to adjust to the PSOE expectations on behavior, academic, and social skills. 3-4 grades set a great example for the younger students. Receiving great parent support.

Peggy Purvis

- Will be leaving Brookside to return to the Network office.
- Preparing for count day on September 4th. Working with IPS to resolve enrollment conflicts with 14 students.

## V. New Business

### A. New Business

No new business to discuss.

## VI. Closing Items

### A. Next Meeting

Due to a meeting out of town, Tommy and Jessica will not be able to attend the October meeting. The next meeting will be October 9, 2018.

Executive session to immediately follow to discuss IC5-14-3-4 (b) (2) (D).

### B. Adjourn Meeting

T. Rude made a motion to adjourn the meeting.
P. Blackard 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 6:00 PM.

Respectfully Submitted,
P. Purvis