APPROVED

Cold Spring School

Minutes

Board Meeting

Date and Time
Wednesday April 12, 2017 at 5:00 PM

Directors Present
B. Albano

Directors Absent
None

Guests Present
C. Bruns

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

B. Albano called a meeting of the board of directors of Cold Spring School to order on Wednesday Apr 12, 2017 at 5:19 PM.
A regular meeting of the Cold Spring Schoo (CSS) board was held on Wednesday, April 12, 2017 in the CSS conference room. Presiding officer was Mr. Bob Albano, Board Chair.

Members present were: Bob Albano, Steve Downing, Chris Gerrity, Cheryl Hertzer, and Janice Hicks-Slaughter. Mr. Leroy Robinson joined the meeting at 5:26pm.

Members absent were: Kelly Payne, Lori Schein, and Tonya Tudor.

CSS Principal Carrie Bruns attended the meeting. CSS social work intern, Ms. Taylor Ellis also attended.

No community members attended or signed in to provide input.

C. Approve Minutes

Motion to approve the minutes from Board Meeting on 03-08-17.
Minutes from the March 8, 2017 meeting were reviewed an motion was made and seconded to approve the. The motion carried with 5 ayes and no nays.
The board **VOTED** unanimously to approve the motion.

II. OLD BUSINESS

A. March Financial Report

CSS Principal Carrie Bruns presented the March financial report to the board. CSS contracted with INI for financial services during 2016-2017, but due to a high cost for a few services, she is looking elsewhere for services for next year. A 30 day notice must be given to INI to terminate the contract and the fiscal year ends on June 30, 2017. Mrs. Bruns will obtain three quotes for financial services and discussion of the quotes will be added to the May 10 meeting agenda.

The Board reviewed the balance sheet, income statement, and bank reconciliation report.

B. Proposed Budget 2017-2018

Mrs. Bruns notified the board that the media specialist position has been filled. She discussed the need for a new position of Academic Dean for next year due to the adoption of new mathematics and language arts curricula. Mr. Albano requested a job description for Academic Dean. It will be sent to the board electronically before the May meeting and be added to the May agenda for approval.

III. NEW BUSINESS

A. Principal's Report

Mrs. Bruns provided the Principal's Report:

- Cold Spring School recently completed a two-week spring break.

- Mrs. Bruns presented information on CSS to the IPS Board of Commissions at an Innovation School meeting on March 16.
- The Learning Garden Kick-off took place on March 17, 2017 and a videographer was present to film the event.
- The videographer will return to CSS on May 17,18, and 19, 2017 to film activities and interviews.
- May 19, 2017 is PIE Day
- CSS Robotics team has raised about $3,000 out of their $5,000 goal for the Robotics World Championships. Families will transport their children to the competition and supervise them at the hotel. CS will cover hotel and food costs and provide team t-shirts.
- The videographer was contracted for $7,100 to produce a 3-4 minute video with a 60 second snapshot.
- A free vegetable bar will be added to the cafeteria.
- STEM clubs are up and running.
- IBJ is preparing an innovation edition and will include Innovation Network Schools in the upcoming edition. IBJ will interview Principal Carrie Bruns on Friday, April 14.
- Details about donations made to CSS were provided to board members.

A motion was made and seconded to accept the Marian University donation of $500 to CSS Competitive Robotics Team for expenses related to the World Championship. The motion was approved with 6 ayes and no nays.

- The World Robotics Championship is April 23 through 25, 2017.
- The first week of May will be Teacher Appreciation Week.
- CSS will continue to participate in Promise IN next year. About 40 CSS students have signed up for the program.
- KIPP Indy will host a Promise IN Funders Day in May in an effort to increase potential community match funds. Suggestions have been made to share information about Promise IN accounts at community location, including churches and sporting events.
- ISTEP round two begins next week.
- CSS will determine whether to continue its contract with Safe Hiring Solutions next year.
- CSS need to purchase insurance for next year.
- CSS will hire a CPA to conduct an audit.

B. Staffing Plan 2017-2018

C. Student and Staff Handbook 2017-2018

The CSS Student Handbook 2017-2018 was presented to the board. A table of contents will be added. Parents will be required to sign an agreement form indicating that they have read the handbook and agree with its policies.
Motion to approve the 2017-2018 Student Handbook as presented by the school principal with the additional inclusion of a table of contents and an agreement for parent and/or custodian to sign.
The motion passed with 6 ayes and no nays.
The board **VOTED** unanimously to approve the motion.
Action on the Staff Handbook will be taken at the May or June meeting. Mrs. Bruns discussed the need to clarify leave policies. She will prepare a proposal for a staff handbook for the May 10 Board meeting.

IV. BOARD MEMBER POINTS OF INTEREST

A. For the Good of the Order

Points of interest were presented by Chair, r. Bob Albano. Board members who would like to continue must notify Mr. Albano by May 1, 2017. The May meeting will begin with an executive session to discuss administrative contracts and salaries and the principal evaluation, which will be completed no later than June.

Mrs. Janice Hicks-Slaughter participated in Junior Achievement Biztown interviews and was impressed by students' demeanor and conduct.

The Marian University EcoLab would like to place two beehives on the property and the Apiculture Club would like to work with CSS students.

There have been some issues due to a lack of clear communication with MU.

V. 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 5:53 PM.

Respectfully Submitted,
C. Bruns
A motion was made and seconded to adjourn. The motion passed with 6 ayes and no nays.

Recorded by: Dr. Cheryl A. Hertzer
Reviewed and Submitted by: Dr. Cheryl A. Hertzer