APPROVED

Cold Spring School

Minutes

Board Meeting

November 2023

Date and Time
Tuesday November 21, 2023 at 5:30 PM

Location
3650 Cold Spring Road, Indianapolis, IN 46222

A regular meeting of the Cold Spring School, Inc. Board of Directors will be held on Tuesday, November 21, 2023. The meeting will start at 5:30 pm at Cold Spring School.

Directors Present
B. Tran, C. Wise, J. Renbarger, K. Castro, M. Kolar, N. Torres

Directors Absent
None

Guests Present
C. Stipes, Carrie Bruns, R. Moore, Ricky Ritter, IPS

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

J. Renbarger called a meeting of the board of directors of Cold Spring School to order on Tuesday Nov 21, 2023 at 5:52 PM.
C. Wise made a motion to approve Carrie Bruns as a board member.
N. Torres seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve Minutes

K. Castro made a motion to approve the minutes from Board Meeting on 09-20-23.
B. Tran seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Renbarger	Aye
C. Wise	Aye
N. Torres	Aye
K. Castro	Aye
M. Kolar	Abstain
B. Tran	Aye

II. Financial Report

A. Monthly Financial Report

Financials presented by Brian Anderson

Audit: clean opinion with no adjustments

Monthly: No surprises, no changes. Cold Spring remains in a positive financial position.

C. Stipes stated that a grant for Robotics was awarded that will help offset costs associated with the program

C. Stipes announced that Cold Spring School is owed additional ESSR funds and those will be awarded shortly. Funds must be spent by 8/31/2024. The executive team is looking at ways to spend this money with input from the board.

M. Kolar made a motion to approve the financial report.
B. Tran seconded the motion.
C. Bruns voted to approve with the board
The board **VOTED** unanimously to approve the motion.

B. Audit Presentation

JR Renbarger spoke about the audit that was completed by Donovan CPAs.

There were no difficulties encountered with the Cold Spring executive team in gathering data. Cold Spring received a favorable letter from Donovan CPAs concerning the audit.
C. Wise made a motion to approve the audit report.
N. Torres seconded the motion.
Carrie Bruns voted to approve the report
The board **VOTED** unanimously to approve the motion.

III. New Business

A. New Board Member

This took place at the beginning of the meeting.

B. Personnel Report

M. Kolar made a motion to approve the personnel report.
K. Castro seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Staffing Allocation

C. Stipes presented

There is a need for instructional assistants (IA) in Kindergarten and first grade. We currently have two IAs and their hours would increase from 20 hours per week to 28 hours per week. We are looking to hire two additional IAs. The increase in hours allows the IA to be at the school during the entire instructional block of time.

K. Jackson asked if these new hires would be able to be funded long-term. C. Stipes said that they would be.

(Carrie Bruns left at 6:26 p.m.)

N. Torres made a motion to approve the staffing allocation.
K. Castro seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Make-Up Work Policy Update

C. Stipes presented

This policy was done in conjunction with AJ Barcome. The changes only affect middle school students.

For middle school students - Any missing work can be completed and returned by the Friday of the following week in which the assignment was assigned. The window for

makeup work will have a maximum of 10 days and a minimum of 5 days. All make-up work will be graded prior to the deadline, but the highest possible grade entered into the grade book will be 80%.

This policy would go into place in January 2024.
C. Wise made a motion to approve the make up work policy.
M. Kolar seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Update 23-24 SY Calendar

C. Stipes presented

C. Stipes researched other schools in the area and could not find a school that would be in session on April 8th during the eclipse.

Cold Spring is voting to add a synchronous e-learning day for all students on April 8, 2024, to allow students and families the option to participate in the solar eclipse. April 8, 2024, would be a synchronous e-learning day for all students.
M. Kolar made a motion to approve the changes to the 2023-2024 calendar.
K. Castro seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Other Business

A. For the Good of the Order

A principal report was sent to board members before the meeting.

Many activities have happened since the September board meeting:

Storybook Character Event
Trunk or Treat Family Night
Crossroads Airshow – Middle School Field Trip
Elements of STEM Career Event with Eli Lilly
8th Grade High School Visits
Middle School Mentoring Program

Athletics:
Girls Volleyball – UNDEFEATED! and 3 MS Players Chosen for IPS All Star Team
Tennis – Middle School City Champions
Softball – Runner Up City Champions

Enroll Indy, Round One:
Cold Spring is ranking highly for applicants in round one of Enroll Indy.

Cold Spring School successfully submitted their application to remain a STEM Certified School.

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 6:38 PM.

Respectfully Submitted,
C. Wise

Documents used during the meeting

- CSS Financial Reports 103123.pdf
- CSS Budget vs Actual 103123.pdf
- Cold Spring - 2023 Communication Letter.pdf
- November 2023 Personnel Report.pdf
- Make-Up Work Policy Proposal_November 2023.pdf
- Calendar 23-24_Updated 11.21.23.pdf