APPROVED

# Cold Spring School

# Minutes

## Board Meeting

**Date and Time**
Wednesday November 20, 2024 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 meet on Wednesday, November 20, 2024. The meeting will start at 5:30pm at Cold Spring School.

**Directors Present**
B. Petranoff, B. Tran, C. Bruns, C. Wise, K. Castro

**Directors Absent**
M. Kolar, N. Torres

**Guests Present**
A. Barcome, Brian Anderson (remote), C. Stipes, Julia Stevens, POP represenative, R. Moore, Ricky Ritter, IPS

### I. Opening Items

**A. Record Attendance**

**B. Call the Meeting to Order**

K. Castro called a meeting of the board of directors of Cold Spring School to order on Wednesday Nov 20, 2024 at 5:48 PM.

### C. Approve Minutes

B. Petranoff made a motion to approve the minutes from Board Meeting on 09-18-24.
C. Wise seconded the motion.
The board **VOTED** unanimously to approve the motion.

## II. Community Comments & Updates

### A. POP Update

Julia Stevens presented. She has a 4th grade daughter and has been her nearly one year.

- POP is now registered with the state of Indiana and the IRS as a 501(c)(3).
- POP is handling the concessions at the home athletic competitions to help with fundraising.
- POP is looking to incentivize teachers to work at the concession stand with up to 50% of the proceeds to go towards a teachers Amazon wish list. (Estimated around $60)
- Money would also go to support the social services area of CSS.
- POP would like to be involved more with the board in the second semester, and has invited board members to attend a meeting in 2025. Details will come later.
- A large goal is to open communication between the parents and the board

Katie Castro asked if there was a dollar amount POP was seeking. Stevens stated that they are looking for sustainability and supporting daily needs of teachers and social services.

Binh Tran asked if there was an immediate need for social services and Stevens deferred that to Ms Scott and Ms Kennedy as they head that up each year.

## III. Financial Report

### A. Monthly Financial Report

Brian Anderson presented via phone

- Our audit went well.
- CSS remains in a healthy financial position.
- CSS has remained consistent in its financial income and spending.
- We are on track for our spending and revenue for the current fiscal year.
- When noting the negative amount in total expenditures, this is known and planned.

- The $147,964 we spent in curriculum was not in the original budget, but is still within our spending limits.. We will receive some text book reimbursement for this expenditure. This curriculum was approved in June due to a law change after the 2024-2025 budget was passed. This curriculum will last 6+ years and we will not have this same expenditure in the coming years.
- Binh Tran asked about the differences in the salaries vs retirement amounts. Anderson explained that a lot of it is due to timing/dates and is not a true reflection. The gap will correct itself as the year progresses. It is a non-issue.

C. Wise made a motion to approve the financial reports as submitted.
B. Tran seconded the motion.
The board **VOTED** unanimously to approve the motion.

## IV. New Business

### A. Charter School Transition Report

Cody Stipes presented and showed the slide presentation that is being shown to parents at each of the town hall meetings. There are three meetings currently remaining.

The presentation explains:

- The History of CSS
- Our Partnership With IPS
- Finances
- What If CSS Became a Charter Organization
- Comparison of Staying Innovation vs Becoming a Charter
- Q&A

Bill Petranoff asked about staff numbers. We have 48 professional staff: 36 directly employed by CSS and 12 by IPS.

### B. Personnel Report

B. Tran made a motion to approve the November 2024 Personnel Report as submitted.
B. Petranoff seconded the motion.
CSS is fully staffed since September 2024
The board **VOTED** unanimously to approve the motion.

### C. Marian University and Cold Spring School - Allen House Agreement

Cody Stipes presented

The board had asked for clarification on repair expenses. If the repair is under $50,000 CSS will be responsible, if the repair is over $50,000 Marian University will pay the entire cost.
C. Wise made a motion to approve the agreement between Marian University Inc and Cold Spring School for Use of the Allen House.
K. Castro seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Middle School Athletic Uniform Proposal

The only uniforms we currently have are for basketball. This would allow us to have uniforms for all athletics. The amount will not exceed $17,000.

The school will own the uniforms and should last for a few years.
B. Tran made a motion to approve the Middle School Athletic Uniform Proposal not to exceed $17,000.
C. Wise seconded the motion.
The board **VOTED** unanimously to approve the motion.

### E. Staff Holiday Appreciation Gift

Cody Stipes presented

Stipes talked about his appreciation for the staff and their enthusiasm and abilities. He asked about purchasing gift cards for staff.

Binh Tran noted that the purchase would make our net close to zero. Stipes stated that over the entire year revenue and spending we will be fine. Stipes stated that this would be beneficial for the staff to reward their work. If needed, he will solicit donors.

Katie Castro asked about previous gifts. Previous gifts have been CSS swag around $75.00. Castro wants to manage expectations for upcoming years.

B. Petranoff made a motion to approve the purchase of Staff Holiday Appreciation Gift.
K. Castro seconded the motion.
The board **VOTED** unanimously to approve the motion.

### F. Principal's Report

AJ Barcome presented

Enrollment Update--Round 1 for 2025-2026
76 applicants

- 59/76rank us #1 (up 25% from last year)

- 74/76 rank us in top 3

Academic Work

- CSS is still exploring ILEARN checkpoints and how the data applies to students and the planned lessons for the entire year. For example, checkpoint one for 4th grade is about money fluency, but that isn't taught until the second semester.
- Using data to plan and group K-6 and 6-8 students to provide additional support.
- Using intervention block for the full 30 minutes daily to create an additional 1,800 minutes of reading support for all 3rd grade students in addition to the 90 minute literacy block daily.
- Creating data based groups and instructional materials to tailor to student needs both high and low.

Events and Good of the Order

- Many activities upcoming between now and the end of winter break

## V. Other Business

### A. For the Good of the Order

Michelle Kolar has resigned from being a board member effective immediately due to obligations with the Indianapolis Zoo

## 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 7:10 PM.

Respectfully Submitted,
C. Wise

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**Documents used during the meeting**

- CSS Monthly Financial Reports 103124.pdf
- CSS Budget vs Actual 103124.pdf
- November 2024 Personnel Report_Final.pdf
- CSS and MU_Allen House Agreement 2024.pdf