

APPROVED



# Lake George Charter School

## Minutes

### Board Meeting

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#### Date and Time

Wednesday April 21, 2021 at 5:00 PM

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#### Directors Present

F. Zuercher, J. Geffre, J. Gilley, M. Normandin (remote)

#### Directors Absent

None

#### Guests Present

A. Patton (remote), Z. Holmes

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### I. Board Work Session 4:30 PM

#### A. Facilities Discussion

- 1) Current punch list of known facilities issues
- 2) Other facilities concerns, mainly window glass and frame separation.

### II. Opening Items

#### A. Call the Meeting to Order

J. Geffre called a meeting of the board of directors of Lake George Charter School to order on Wednesday Apr 21, 2021 at 5:03 PM.

#### B.

## **Record Attendance and Guests**

### **C. Approve Agenda**

F. Zuercher made a motion to approve the agenda for Apr 21, 2021 meeting.

J. Gilley seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **D. Approve Previous Board Meeting Minutes**

F. Zuercher made a motion to approve the minutes from Board Meeting on 02-17-21.

J. Geffre seconded the motion.

Minutes were approved for Feb 17 and March 31.

The board **VOTED** unanimously to approve the motion.

F. Zuercher made a motion to approve the minutes from Special Board Meeting on 03-31-21.

J. Geffre seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **III. Administrator Report**

### **A. Administrator Report**

\* Sheryl Hart, our Kindergarten teacher, is resigning at the end of this school year. She has been with us at LGCS for 10 years.

\* Wendy Norris, our school nurse, is resigning at the end of this school year. She has been with LGCS for 2 years.

\* Lions Pride got our Buddy Bench installed on the playground. We are very thankful to L.P.

\* Academics - The eggs in the 1st grade classroom should be hatching soon.

- CMAS testing is completed, but we still have the option to opt in for all subjects, will start in May, we will have the results in October.

- MAPS testing will start the first week of May.

- Forms for intent to enroll are coming out soon. We are putting the enrollment forms online so that we don't have to print them. This will help us save on printing cost.

\* Covid-19 - Masks are still required in schools.

- Last Thursday, we had our first student test positive. The 1st grade class is in quarantine and will return to the building on 4/26/21.

### **B. Preschool Director's Update**

\*Preschool received another grant! E & E Reimbursement Grant for \$8200! We plan on getting a new dishwasher with some of the funds.

\*Licensing, inspection went well. The expansion has been approved.

\*On 4/1/21 we got a new student.

\*For the 21/22 enrollment we have 5 kids so far for the morning class and 14 for the afternoon class.

\*5/6/21 is the Grand Reopening of our playground.

#### **IV. Committee Reports**

##### **A. Lions Pride**

Zoe Ann led discussion -

- \* Staff Appreciation Week - May 3-6 - L.P. will be doing stuff for the staff this week.
- \* L.P. brought in a case of bottle water for the students - much appreciated!
- \* School received info that Jesse is staying on as L.P. President!

##### **B. Finance**

Funding updates: RE-2 Quarterly payment came in - Food reimbursement was significantly higher than expected!

Budget: 20/21 budget will end with better than expected; 21/22 budget should be ok with ESSERII and ESSERIII federal COVID monies.

Kudo's to Gloria Watson for working so hard on the budget!

J. Geffre made a motion to approve financials for February.

F. Zuercher seconded the motion.

The board **VOTED** unanimously to approve the motion.

##### **C. BAC**

- \* Met on 4/13 - still continuing to work on the Strategic Plan
- \* We are helping with the budget
- \* The contract & lease with district have been sent to state
- \* Parent Survey - we only got 15 responses - parents are happy with curriculum and student interaction.

##### **D. Policy Committee**

- \* Met on 4/1/21 - Adding 2 - 3 new policies into books & a couple removed from books.
- \* added 1 line - 1 hr. paid leave for every 30 hrs. for part-time employees.
- \* list of policies to remove from books : CHB Rev & CK Rev

#### **V. Board Communications**

##### **A. Comments**

There is a vacant spot on the Board Committee. We have 60 days to make appointment. Please send email to Zoe Ann Holmes, the school, or the Board. This person will be temporary thru November 2021.

#### **VI. Old Business**

##### **A. Policy 2nd Reading**

J. Gilley made a motion to to approve 2nd readings.  
F. Zuercher seconded the motion.  
BG Rev 2, Attachment D, JFBA Rev 2, JFBA-R, JF-E-2  
The board **VOTED** unanimously to approve the motion.

## **VII. New Business**

### **A. Policy 1st Reading**

F. Zuercher made a motion to approve first policies readings.  
J. Geffre seconded the motion.  
BEDG Rev 4, CBB Rev 2, CBI, CBI-R, CH, CHA, CHCA Rev, CHD Rev  
The board **VOTED** unanimously to approve the motion.

### **B. Discuss Preliminary Budget 21-22**

The Board, Finance Committee, and Zoe Ann all received preliminary budget for 21/22. The biggest item was the 1-step increase for all staff members. The preliminary budget does not include the ESSER (COVID) money. Once we receive it, we will put it into the budget. The end of this year & rolling things into next year does not look as bad as we thought. Before next school year, we will have a work session that is nothing but budget.

### **C. Approve bid for floor service**

J. Geffre made a motion to approve the bid for floor service from Kevin's Floors for costs not to exceed \$3350.  
J. Gilley seconded the motion.  
We got 3 bids. 2 of them were only \$700 apart  
The board **VOTED** unanimously to approve the motion.

### **D. Emergency approval for policy GCCAA**

J. Gilley made a motion to approve policy GCCAA.  
M. Normandin seconded the motion.  
This policy change affected paid time off (PTO) accrual for part time employees and will be retroactive to Jan. 2021.  
The board **VOTED** unanimously to approve the motion.

## **VIII. Record of Email Votes**

### **A. Correction to salary for Bobette Faux**

J. Geffre made a motion to correct the salary for Bobette Faux.  
M. Normandin seconded the motion.  
The board voted unanimously to approve the motion on April 8, 2021.  
The board **VOTED** unanimously to approve the motion.

## IX. Closing Items

### A. April Work Session Items

May work session items - Facilities

### B. Top 3 Communication Items

A. Grand reopening of PK playground May 6th 3:30-4:30, Child find (PK assessment) is open to the public.

B. Board vacancy - letters of interest

C. Enrollment - intent to enroll now - PK-8th - electronic

D. Open positions - Substitutes, Counselor, Nurse, & Elementary Teachers.

### C. Adjourn Meeting

F. Zuercher made a motion to approve ending the board meeting.

M. Normandin 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 5:52 PM.

Respectfully Submitted,

J. Geffre