

APPROVED



# Lake George Charter School

## Minutes

### Board Meeting

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**Date and Time**

Wednesday August 18, 2021 at 4:30 PM

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**Join by Link:**

<https://us02web.zoom.us/j/7023293608?pwd=L1JMVVZNc3pkTjZtQzV1RTQ4SjVKQT09>

**Join by app:**

Meeting ID: 702 329 3608

Passcode: LGCS2021!

**Join by phone:**

- +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)
- +1 669 900 9128 US (San Jose)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)

Meeting ID: 702 329 3608

Passcode: 562622713

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**Directors Present**

F. Zuercher, J. Geffre, J. Gilley, M. Normandin, S. Bernstetter

**Directors Absent**

None

**Ex Officio Members Present**

L. Wade

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**Non Voting Members Present**

*Julie A. Gilley*

Signed by Julie A. Gilley on 10/18/2021

L. Wade

**Guests Present**

G. Watson, Julie M. Gilley, K. Snare, Rick Favinger

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

**A. Budget Update**

Finance Committee met last week. Need to change the line for small rural up to 48.

We've had no word from the PE teacher to say if she is returning.

We need a part-time custodian and a full-time maintenance person.

Need to budget for another para and possibly a 5th grade teacher.

We need money in the facilities budget for things like another new ice machine, etc

The final Budget is due to the state in January.

Things to be aware of:

There will be no funding for Virtual Village students for last year.

We received dividends back from CEBT

October Count funding is based on the calendar year, so it should be better this year.

MUST get hot water upstairs NOW! No time for bids.

Forward all outstanding service contracts to Tonia

Water Storage-did we pay someone half and never get the job done?

There are no maintenance records or facility plans that we can find.

During the week of staff training, it was explained of the time constraints on the current custodial and maintenance staff to get all the work done. Rick F. has designed a maintenance log, daily/weekly/monthly, which shows the job requires 7.54 hours daily. While custodial requires about 21 hours weekly. Hoping the school board will ok hiring full-time maintenance and part-time custodial workers.

**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 Aug 18, 2021 at 5:02 PM.

**B. Record Attendance and Guests**

**C. Approve Agenda**

S. Bernstetter made a motion to Approve the agenda.

J. Gilley seconded the motion.

Add under New-advertise for a full-time maintenance worker

Remove the approval of meeting minutes from June 2021 The board **VOTED** unanimously to approve the motion.

**D. Approve previous meeting minutes**

Removed from agenda

**III. Administrator Report**

**A. Administrator Report**

*Julie A. Gilley*

Signed by Julie A. Gilley on 10/18/2021

A lot of progress has been made over the summer. We've restored some past employees and hired some great new ones.  
Emergency Response Plan is written up, needs Board approval and then will be gone over with the staff.  
The school is open for volunteers and building use.  
There will be a lot of fun activities at the open house on the 23rd.  
Would like to see the school library put to good use, reading time daily.  
Enrollment is at 145  
COVID response plan: we will continue to have split zones at recess. No morning temperature check. No parents allowed for breakfast, kids will go straight to their rooms and eat there. Drop off time will be 7:45. We will not require vaccinations for staff. We will follow future guidelines set forth by the District, CDE, and/or Governor.

**B. Preschool Director's Update**

The Director was not present to give update

**IV. Committee Reports**

**A. Lions Pride**

First meeting will be on 8/26/21 at 2:00 pm.  
Meet & Greet on 9/2/21 at 4:30 pm

**B. Finance**

J. Geffre made a motion to Approve the June Financials.  
J. Gilley seconded the motion.  
The board **VOTED** unanimously to approve the motion.  
J. Gilley made a motion to Approve the Preliminary Budget.  
S. Bernstetter seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**C. Policy Committee**

Policy committee hasn't met since May. There is a lot to update

**D. Security & Facility**

Security  
Emergency Response Plan-we cannot walk the kids up Hwy 24 in the event of an emergency. Would like to have an agreement with Durham Bus. Need a plan for reunification with parents.  
Facility  
Thanks go out to Rick Favinger for all of his help with the building. Need to get water heater fixed immediately.

**V. Board Communications**

**A. Comments**

LGCS has been a charter school for 25 years! We were the first to take over an existing Public school. Fred Zuercher and Julie M. Gilley have been a part of the school since the beginning.  
Three "R's" for moving forward:  
Restore-relationships, staff, the building  
Reenvision-what does our future look like  
Reconnect-with the community

*Julie A. Gilley*

Signed by Julie A. Gilley on 10/18/2021

## VI. Public Comments

### A. Comments

Julie M. Gilley discussed the Mill Levy Override and what it could mean for the school if it passes.

## VII. New Business

### A. Approve new staff contracts

M. Normandin made a motion to Approve new staff contracts.

J. Geffre seconded the motion.

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

### B. Disclosure Board employment

Fred Zuercher and Michelle Normandin are also available as substitute teachers for pay. They will only be called when no other substitutes can be found.

### C. Approval of Service Contract

J. Gilley made a motion to Approve contract for Speech Pathologist located in Texas.

S. Bernstetter seconded the motion.

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

S. Bernstetter made a motion to Advertise for a full-time maintenance worker.

J. Geffre seconded the motion.

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

## VIII. Record of Email Votes

### A. Vote Pay Dr Wade Jun Wages before Jul payday (2 Jul 2021)

J. Geffre made a motion to approve Dr. Wade's June wages before July payday.

M. Normandin seconded the motion.

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

### B. Approved termination of Angelena Cavasos (22 Jul 2021)

J. Geffre made a motion to approve the termination of Angelena Cavasos.

M. Normandin seconded the motion.

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

#### Roll Call

F. Zuercher Absent

S. Bernstetter Aye

J. Gilley Aye

J. Geffre Aye

M. Normandin Aye

### C. Advertise for open Administrative Secretary (22 Jul 2021)

J. Geffre made a motion to advertise for open Administrative Secretary position.

M. Normandin seconded the motion.

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

#### Roll Call

J. Geffre Aye

M. Normandin Aye

J. Gilley Aye

F. Zuercher Absent

*Julie A. Gilley*

Signed by Julie A. Gilley on 10/18/2021

**Roll Call**

S. Bernstetter Aye

**IX. Closing Items**

**A. Sep Work Session Items**

Create a "wish list" poster for the gym.  
Susan Bernstetter will take on heading the Facilities Committee  
All Committee meetings must be posted.

**B. Top 3 Communication Items**

Open House  
New Staff and returning staff  
Lion's Pride

**C. Adjourn Meeting**

F. Zuercher made a motion to adjourn the August Board Meeting.  
J. Geffre 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 6:45 PM.

Respectfully Submitted,  
K. Snare

*Julie A. Gilley*

Signed by Julie A. Gilley on 10/18/2021