APPROVED

Lake George Charter School

Minutes

Board Meeting

September Board Meeting

Date and Time
Tuesday September 20, 2022 at 4:30 PM

Topic: LGCS Board Meeting
Time: September 20, 2022 @ 5pm

Join by (link)
https://us02web.zoom.us/j/7023293608?pwd=aVM0a2dSUFVQRGowR25CM2UyTDFLdz09

Join by (app)
Meeting ID: 702 329 3608
Passcode: LGCS2022!

Join by (phone)

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- +1 646 558 8656 US (New York)
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- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)

+1 386 347 5053 US
+1 564 217 2000 US
Meeting ID: 702 329 3608
Passcode: 877912509

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

Directors Absent
None

Directors who arrived after the meeting opened
S. Bernstetter

Ex Officio Members Present
L. Wade, T. Townsend

Guests Present
Ann Wallace, Julie M. Gilley, K. Snare (remote), Rick Favinger, Shelley Wing, Tonia Montgomery

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I. Board Work Session 4:30 PM

A. Work Session

Beginning of year

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 Tuesday Sep 20, 2022 at 5:00 PM.

B. Record Attendance and Guests

C. Pledge of Allegiance

D. Approve Agenda

F. Zuercher made a motion to approve the agenda for September 2022.
J. Gilley seconded the motion.
The board **VOTED** unanimously to approve the motion.

S. Bernstetter arrived at 5:12 PM.

E. Approve previous meeting minutes - August 2022

M. Normandin made a motion to approve the minutes from August Board Meeting on 08-16-22.
J. Geffre seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Personnel Changes

J. Gilley made a motion to Approve personnel changes.
M. Normandin seconded the motion.
New Hires:
Brian Goodwin - Maintenance
Changes:
Terminations/Resignations/Retirements:
Phillip Morey
Gloria Watson
Open Positions:
4th Grade Teacher
The board **VOTED** unanimously to approve the motion.

III. Administration Reports

A. Administrator Report

See attached

B. Preschool Director's Update

Shelley Wing spoke about using Creative Curriculum. The preschool is using the same writing and reading as K-2. Teaching sign language.
Shelley has made a brochure about the preschool to get out to the public

C. School Expansion Update

Update by Jen Geffre and Lee Wade

Spoke to Jim Griffin at USDA about expansion. Offered two options strategic growth counseling & build counseling - Jen let him know we're closer to second option, but not quite there yet. They will provide help and resources to navigate grant and loan options for build.
Community Training & Assistance Center if offering free start-up/expansion coaching - Applied for on 17 Sept.
Zoom meeting with Gina Faford (BOT) wherein she gave ideas on fundraising for expansion.

Submitting request for grant from Tanner Coy.
Review of rural expansion project grants. One deadline is passed.
Meeting 12 September with Lions Pride to begin fundraising efforts for expansion and for Washington DC project.

D. SPED update

Ann Wallace spoke about the SPED program.

We currently have 16 students needing Special Education intervention. 9 speech, and 7 others. There are 6 referrals and 10 being watched for GT.
Several staff attended Professional Development in Buena Vista.
The grant for K-8 math has been awarded.

E. IT update

Noel Sawyer spoke about IT.

All the equipment for Starlink has been purchased.
The website went down because it was sold to Microsoft. Noel went ahead and bought .com instead. So now the website is lakegeorgecharterschool.com
It will be another couple of weeks before the phones are fixed.
Setting up a new network for staff.
Running out of laptops for teachers. Noel has rebuilt some.
He has ordered power adapters for Chromebooks
Working on the security cameras.
In tech class for the older kids, he is teaching them to take apart their computers and put them back together. If they can do it, they get an 'A'. Also teaching them to install Windows.

IV. Committee Reports

A. Lions Pride

B. Finance

Still catching up with financials from July and August 2022.

C. Policy Committee

Julie M. Gilley went over policies that have been discussed.

D. Security & Facility

The committee hasn't met.
The Sheriff would like to put a box on the school sign by the highway, that would hold keys to the school.

E. Development Committee

Discussed grants, phones and the possibility of installing a system on the front door for office staff to easily let people in the building.

F. BAC

Please see attached minutes

V. Board Communications

A. Comments

Susan Bernstetter announced that she will be leaving the board as soon as she can be replaced. This leaves 2 open positions for 2-year terms, and 1 open position for a 1-year term.

B. Owner's Representative update/process

The board still needs to interview candidates.

VI. Public Comments

A. Comments

N/A

VII. Old Business

A. Policy - Second Reading

F. Zuercher made a motion to approve the second reading of the following policies.
J. Geffre seconded the motion.
EBCC-E - Bomb Threat Report
EC - Buildings/Grounds/Property Management
ECAC Rev. 2 - Vandalism
The board **VOTED** unanimously to approve the motion.

VIII. New Business

A. Policy - First read

M. Normandin made a motion to approve First reading of the following policies, with some changes.
J. Geffre seconded the motion.
ECAA Rev. - Security Firearms
ECA-ECAB Rev. 3 - Security Access to Buildings
ECAD Rev - Armed School Personnel

EDB Rev 2 - Maintenance and Control of Materials and Equipment
EDC Rev. 2 - Authorized use of School Owned Material or Equipment
The board **VOTED** unanimously to approve the motion.

B. Approve Emergency Response update

N/A

C. Ice Maker

J. Gilley made a motion to approve the purchase of an ice maker.
S. Bernstetter seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Fire Alarm Control Panel

S. Bernstetter made a motion to approve the bid to fix the Fire Alarm Control Panel.
F. Zuercher seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Sub Pay

S. Bernstetter made a motion to approve the increase to substitute pay rate.
J. Geffre seconded the motion.
Daily: $122
Long-term: $153
The board **VOTED** to approve the motion.

Roll Call

J. Gilley	Aye
M. Normandin	Abstain
F. Zuercher	Aye
S. Bernstetter	Aye
J. Geffre	Aye

F. Committee Membership

M. Normandin made a motion to approve committee members.
J. Geffre seconded the motion.
BAC: Fred Zuercher, **Julie M. Gilley**, Mary Doty, Kathleen Ogden
Development: Dr. Wade, Tonya Townsend, **Michelle Normandin**, Amanda Redd
Facility: Dr. Wade, **Tonia Montgomery**, Susan Bernstetter, Rick Favinger
Finance: Dr. Wade, Tonya Townsend, Jen Geffre, **Julie A Gilley**
Policy: Dr. Wade, Kris Snare, Fred Zuercher, **Julie M Gilley**
Security: Dr. Wade, **Shawn VenRooy, Lance Geffre**, Susan Bernstetter
Task Forces:
Insurance: Jen Geffre, Dr. Wade, Tonya Townsend
Health, Vision, Dental, Hiring

Will last for 4 months, until January 20, 2023
The board **VOTED** unanimously to approve the motion.

IX. Record of Email Votes

A. Bank Changes

J. Geffre made a motion to approve the Bank Changes listed below.
J. Gilley seconded the motion.
Add Tonya Townsend to Park State Bank account; remove Gloria Watson from all online account access & cash management. Add Tonya Townsend to Colorado Trust account: remove Gloria Watson.
Date: Aug 25, 2022

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

Roll Call

J. Geffre	Aye
J. Gilley	Aye
F. Zuercher	Absent
M. Normandin	Aye
S. Bernstetter	Aye

J. Geffre made a motion to add ADP for payroll.
J. Gilley seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Geffre	Aye
F. Zuercher	Absent
M. Normandin	Aye
S. Bernstetter	Aye
J. Gilley	Aye

X. Executive Session

A. Enter Executive Session

M. Normandin made a motion to enter into Executive Session at 7:32 pm.
J. Gilley seconded the motion.
"Specialized details of security arrangements or investigations." per C.R.S. 24-6-402(4)(d).

Attendees: Board Members, Dr. Wade & Tonya Townsend
The board **VOTED** unanimously to approve the motion.

B. Exit Executive Session

S. Bernstetter made a motion to exit Executive Session at 8:56 pm.

M. Normandin seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Votes pending outcome of Executive Session

J. Geffre made a motion to approve insurance premium reimbursements.
J. Gilley seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. Bernstetter made a motion to approve getting bids for internal audit of records.
M. Normandin seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. Bernstetter made a motion to approve overtime for Tonya Townsend through December.
J. Geffre seconded the motion.
The board **VOTED** unanimously to approve the motion.

XI. Closing Items

A. October Work Session Items

TBD

B. Top 3 Communication Items

Committees
Board Elections

C. Adjourn Meeting

J. Geffre made a motion to adjourn the meeting.
J. Gilley 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 8:59 PM.

Respectfully Submitted,
K. Snare