APPROVED

Lake George Charter School

Minutes

Board Meeting Nov 2022

Date and Time
Tuesday November 15, 2022 at 5:00 PM

Topic: LGCS Board Meeting
Time: November 15, 2022 @ 5pm

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

Directors Absent
None

Ex Officio Members Present
L. Wade

Guests Present
Julie M. Gilley (remote), K. Snare (remote), L. Meyer, Noel Sawyer (remote), Shelley Wing (remote), T. Townsend

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I. Board Work Session 4:30 PM

A. Work Session

Budget
Tonya will likely need help from QuickBooks.
Need to see 21/22 as budgeted vs. actual; need to see 22/23 monthly mtd, ytd, budgeted, remaining of (budget - ytd), % spent of budgeted

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 Nov 15, 2022 at 5:06 PM.

B. Record Attendance and Guests

C. Pledge of Allegiance

D. Approve Agenda

F. Zuercher made a motion to approve the agenda for November 2022.
J. Gilley seconded the motion.
Add under New Business, Item C: Creation of Expansion Focus Group.

Under New Hires: Remove Rick Favinger.
The board **VOTED** unanimously to approve the motion.

E. Approve previous meeting minutes - October 18, 2022

F. Zuercher made a motion to approve the minutes from October 2022 October Board Meeting on 10-18-22.
M. Normandin seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Personnel Changes

No personnel changes.
There continues to be open teacher positions.

III. Administration Reports

A. Administrator Report

Please see attached.

B. Preschool Director's Update

The preschool passed the annual Health Inspection.

C. School Expansion Update

As will be discussed below, a new task force may be formed.
Continued discussion on funding sources: grants, low interest loan, fund raising, etc.

D. SPED update

A list was read aloud on the current status of the SPED/GT/504 programs and the number of hours the 2 SPED paras are working with the students.

IV. Committee Reports

A. Lions Pride

The Halloween Carnival brought in approximately 250 kids and made $7570.91. This was enough to earn a matching $5000 from a generous donor.
The annual Holiday Gift Shoppe will run from December 12-15.

B. Finance

There are no financials to approve as the committee is still trying to catch up.
Cindy Bear just sent in the ESSR 1 grant paperwork for reimbursement. Nothing has been done with ESSR 2 & 3.
The Best Grant is due in February.

C. Policy Committee

EEAEC Rev 2 will be dropped, as no other districts have a policy like this.

D. Security & Facility

There was a meeting scheduled but it was cancelled.
Jen Geffre suggested that the committee alternates months between Security and Facility.

E. Development Committee

Discussed creating a Grant Tracking Sheet.
Sent out news articles to the local papers.

F. BAC

Continued to look over the Strategic Plan.
On older version of the budget was presented to the committee.

V. Board Communications

A. Comments

The Board is still looking for a volunteer for the remaining seat on the Board. It is a one-year commitment. Please email Jen Geffre or Dr. Wade if anyone is interested.

VI. Public Comments

A. Comments

A student council has been elected. Lizzie Meyer will be in charge of them. Election results are as follows: President-Eva Achord, Vice President-Tyler Peters, Secretary-Jordan Wing, Treasurer-Naomi Hopkins, Historian-Aci Henderson.
The Board asked that some of the middle school students present their model of the potential new building at the January Board meeting. They also asked if a written, or in person update can be given at each meeting.

VII. Old Business

A. Policy - Second Reading

S. Bernstetter made a motion to approve the 2nd read policies below.
J. Geffre seconded the motion.
EEA Rev. 2, Student Transportation 2
EEAA Rev. 2, Bus Routes 2
EEAC Rev. 2, Bus Scheduling & Routing 2
EEAE Rev. 2, Bus Safety Program

EEAEA Rev. 2, Bus Driver Requirements, Training, and Responsibilities 2
GCL Rev. 2, Professional Staff Schedules & Calendar 2

It was also discussed that the school should create a policy about using passenger vans for transportation that do not belong to the school, required driver training and the use of booster seats.
The board **VOTED** unanimously to approve the motion.

VIII. New Business

A. Policy - First read

J. Geffre made a motion to approve the first reading of the following policies.
J. Gilley seconded the motion.
EEAEAA - Drug and Alcohol Testing for Bus Drivers
EEAEAA-R - Drug and Alcohol Testing for Bus Drivers
EEAEF - Video Cameras on Transportation Vehicles
EEAEF-R - Video Cameras on Transporation Vehicles
EEAEF-E - Notice to Parents about Video Cameras on Transportation Vehicles
EEAEG Rev. 2 - Use of Wireless Communication Devices by Bus Drivers.
EEAFB Rev. 2 - Use of School Vehicles by Community Groups
EEAEC Rev. 2 - Student Conduct on Buses. Drop this one, it is not in other districts
The board **VOTED** unanimously to approve the motion.

B. Swearing in of Board Members

Amanda Redd and Fred Zuercher both took their Oath of Office.

C. Creation of New Expansion Focus Group

S. Bernstetter made a motion to approve the creation of a new Expansion Focus Group.
J. Geffre seconded the motion.
This will be a 1-year committee, with the option to renew or extend as needed. The members are Jen Geffre, Fred Zuercher, Dr. Wade, Rick Favinger, Brian Goodwin, Lizzie Meyer and Tom Hopkins.
The board **VOTED** unanimously to approve the motion.

Roll Call	
A. Redd	Aye
J. Geffre	Aye
S. Bernstetter	Aye
F. Zuercher	Aye
J. Gilley	Aye

IX. Record of Email Votes

A.

Preschool Salary restructure

On October 26, 2022, the Board voted to change the preschool salary scale to include level 6 of Colorado Shines.

B. Snow plow bid

J. Gilley made a motion to approve the bid from Peak Landscaping.
J. Geffre seconded the motion.
On October 26, 2022, the Board discussed approving the bid, but there were changes asked for the contract. The Board only wanted the school to be plowed if the snow total was over 3 inches, and only on Sunday through Thursday morning. Members of the Board also wanted more advertising done to try to get more bids. Fred Zuercher was absent during the initial vote. Since the vote was contingent on so many changes, a new vote was requested for tonight.
The board **VOTED** to approve the motion.

Roll Call

A. Redd	Abstain
S. Bernstetter	Aye
J. Gilley	Aye
F. Zuercher	Aye
J. Geffre	Aye

X. Executive Session

A. Enter Executive Session

F. Zuercher made a motion to enter Executive Session for Personnel Reasons per C.R.S. 24-6-402(4)(f)(I) at 6:17 pm.
J. Gilley seconded the motion.
Invited in are Dr. Wade, Tonya Townsend and Michelle Normandin
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Bernstetter	Aye
J. Geffre	Aye
J. Gilley	Aye
A. Redd	Aye
F. Zuercher	Aye

B. Exit Executive Session

F. Zuercher made a motion to exit Executive Session at 6:52 pm.
J. Geffre seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Geffre	Aye

Roll Call

S. Bernstetter	Aye
J. Gilley	Aye
F. Zuercher	Aye
A. Redd	Aye

C. Vote upon exiting Executive Session

J. Geffre made a motion to approve additional budget expense as discussed.
J. Gilley seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

F. Zuercher	Aye
S. Bernstetter	Aye
J. Gilley	Aye
J. Geffre	Aye
A. Redd	Aye

XI. Closing Items

A. January Work Session Items

Budget

B. Top 3 Communication Items

The Halloween Carnival was a huge success. Enough money was made for the school to receive a matching financial donation for the DC trip.
A student council has been created.

C. Adjourn Meeting

F. Zuercher made a motion to adjourn the meeting.
J. Gilley seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Geffre	Aye
S. Bernstetter	Aye
A. Redd	Aye
J. Gilley	Aye
F. Zuercher	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,
K. Snare

Documents used during the meeting

- Administrative Report November 22.docx
- 2022_11_09_november_2022_-_finance_meeting_minutes.pdf
- 2022-10-25 POLICY COMMIT AGENDA (1).pdf
- 2022_11_01_development_committee_minutes.pdf
- 2022-11-08 BAC Agenda.pdf
- 2022-11-08 BAC Minutes.pdf
- EEA Rev. 2, Student Transportation.pdf
- EEAA Rev. 2, Bus Routes.pdf
- EEAC Rev. 2, Bus Scheduling and Routing.pdf
- EEAE Rev. 2, Bus Safety Program.pdf
- EEAEA Rev. 2, Bus Driver Requirements, Training, and Responsibilities.pdf
- GCL Rev. 2, Professional Staff Schedules and Calendars (1).pdf
- EEAEAA, Drug and Alcohol Testing for Bus Drivers.pdf
- EEAEAA-R, Drug and Alcohol Testing for Bus Drivers.pdf
- EEAEF, Video Cameras on Transportation Vehicles.pdf
- EEAEF-R, Video Cameras on Transportation Vehicles.pdf
- EEAEF-E, Notice to Parents about Video Recording Devices.pdf
- EEAEG Rev. 2, Use of Wireless Devices by Bus Drivers 2.pdf
- EEAFB Rev. 2, Use of School Buses by Community Groups 2.pdf