

APPROVED



# Lake George Charter School

## Minutes

### Board Meeting May 2023

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#### Date and Time

Tuesday May 16, 2023 at 5:00 PM

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Topic: LGCS Board Meeting

Time: May 16, 2023 @ 5:00 pm

#### Join by (link)

<https://us02web.zoom.us/j/7023293608?pwd=aVM0a2dSUFVQRGowR25CM2UyTDFLdz09>

#### Join by (app)

Meeting ID: 702 329 3608

Passcode: LGCS2022!

#### Join by (phone)

- +1 719 359 4580 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 669 444 9171 US
- +1 669 900 9128 US (San Jose)
- +1 646 558 8656 US (New York)
- +1 646 931 3860 US
- +1 301 715 8592 US (Washington DC)
- +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

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**Directors Present**

A. Redd, F. Zuercher, J. Beall, J. Geffre, J. Gilley

**Directors Absent**

*None*

**Guests Present**

Dr Wade, Julie M. Gilley, K. Snare (remote), Noel Sawyer, Tim Farmer-attorney

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

**A. Work Session**

Larry Waters and Tonia Montgomery were unavailable to attend the work session. The Board had an informal talk about water testing and water storage.

**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 May 16, 2023 at 5:10 PM.

**B. Record Attendance and Guests**

**C. Pledge of Allegiance**

**D. Approve Agenda**

J. Gilley made a motion to approve the agenda with the below listed change.

J. Beall seconded the motion.

Move the executive session to the beginning of the meeting.

Fred Zuercher stepped out of the room.

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

**Roll Call**

J. Geffre Aye

A. Redd Aye

F. Zuercher Absent

**Roll Call**

J. Gilley Aye  
J. Beall Aye

**E. Approve previous meeting minutes - April 18, 2023**

J. Beall made a motion to approve the minutes from Board Meeting April 2023 on 04-18-23.

J. Geffre seconded the motion.

Fred Zuercher was not in the room.

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

**Roll Call**

A. Redd Aye  
F. Zuercher Absent  
J. Beall Aye  
J. Geffre Aye  
J. Gilley Aye

**F. Personnel Changes**

J. Gilley made a motion to approve personnel changes.

J. Beall seconded the motion.

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

**Roll Call**

J. Geffre Aye  
J. Gilley Aye  
F. Zuercher Abstain  
J. Beall Aye  
A. Redd Aye

**III. Executive Session**

**A. Enter into executive session**

J. Beall made a motion to enter into executive session at 5:30 pm for Security per C.R.S. 24-6-402 (4)(d) & Legal advice per C.R.S. 24-6-402 (4)(b).

J. Gilley seconded the motion.

The Board invited attorney Tim Farmer into executive session.

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

**B. Exit executive session**

J. Beall made a motion to exit executive session at 6:37 pm.

J. Gilley seconded the motion.

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

**C.**

### **Vote after executive session**

F. Zuercher made a motion to accept the resignation of Dr. Lee Wade as administrator.

J. Gilley seconded the motion.

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

J. Geffre made a motion to approve extending the security position back to Shawn VenRooy.

F. Zuercher seconded the motion.

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

J. Geffre made a motion to approve advertising for interim administrator.

J. Beall seconded the motion.

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

## **IV. Administration Reports**

### **A. Administrator Report**

Please see attached.

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

Please see attached.

## **V. Committee Reports**

### **A. Lions Pride**

Considering doing a disc golf tournament as a fund-raising event.

After this year, field trips will be broken up by grade groups.

### **B. BAC**

Year-end wrap up.

Parent survey and budget.

Strategic plan.

### **C. Policy Committee**

Committee has been meeting via email.

### **D. Finance**

Viewed the reconciliation summaries for Jan, Feb, Mar and April. We have Jan, Feb and March vendor expenses. Bank statements and summaries did matchup between what went out and what came in. Saw on the profit and loss statements for those months that we are over budget in items such as textbooks. Salaries might be over by the end of the year.

Working on organizing the financials in a better way.

The Board will table the vote on financials.

**E. Security & Facility**

Security committee met and discussed the flow chart for chain of command during an emergency.

Facility: Tonia is working on a list of prioritized tasks to work on over the summer.  
Working on multi-year contract for floors.

**F. Development Committee**

Did not meet.

**G. Expansion**

Interviewed Kurt Connelly for project management. Will interview other candidate next week.

**VI. Board Communications**

**A. Comments**

Jan Geffre encouraged all of the Board members to be around the school as much as possible for the next couple of weeks. There is a lot going on.

**VII. Public Comments**

**A. Comments**

N/A

**VIII. Old Business**

**A. Policy - Second Reading**

J. Beall made a motion to approve the second reading of the below policies, pending a correction to one typo on a dollar amount.

J. Geffre seconded the motion.

FEB Rev.2 - Architect-Engineer-Technical consultant

FEG Rev.2 - Construction Contracts Bidding and Awards

FEG-R - Construction Contracts Bidding and Awards

FF Rev.2 - Naming Facilities

FF-R - Naming Facilities

FFA - Dedications, Memorials, and Recognitions

EEBB Rev.2 - Use of Private Vehicles on School Business

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

## IX. New Business

### A. Policy - First read

J. Beall made a motion to approve the first read on the below policies.

J. Gilley seconded the motion.

Amanda Redd would like clarification between secure perimeter, lock out and lock down in policy EBCB-R Rev.3.

Will pull this policy out and bring it back to first read in June.

EBCB-R Rev.3 - Safety Drills

GBA Rev.3 - Open Hiring Equal Employment

GBAA Rev.2 - Sexual Harassment

Vote to approve GBA Rev.3, and GBAA Rev.2

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

### B. Approve Classified contract renewal

J. Gilley made a motion to approve classified contract renewal.

J. Beall seconded the motion.

Diana Zaccagnini

Tonia Montgomery

Brian Goodwin

Shawn VenRooy

Carol Kohrs

Sara Griffin

Chelsea MacDonald

Megan Wingert

Kat Hallam

Venus Nutter

April Patton

Ashton Diaz

Heather Robison

Kris Snare

Vickie Cooper (half-time)

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

### C. Approve Service contracts

J. Beall made a motion to approve service contracts.

J. Geffre seconded the motion.

Noel Sawyer-Tech/IT

Lynette Swanson-Nurse (100 hours)

Evelyn Hall-PK nurse (20 hours)

Zalyndia Rutledge-speech

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

**D. Approve advertising for bids**

J. Gilley made a motion to approve advertising for bids.

J. Beall seconded the motion.

2023-24

Snow removal

Water testing

AED service

May consider multi-year contract for water testing.

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

**X. Record of Email Votes**

**A. Auditor/Trainer Pay**

Approve pay for Rick Olmsted (80-120 hours)

Jen Geffre made a motion to approve.

Julie A. Gilley seconded the motion.

Vote: Jim Beall-yes, Jen Geffre-yes, Julie A. Gilley-yes, Amanda Redd-yes, Fred Zuercher-absent.

**XI. Closing Items**

**A. June Work Session Items**

Budget

**B. Top 3 Communication Items**

PreK Graduation

Field day, Field Trip, and Award Ceremony

New Custodian

Early Board Meeting

**C. Tasks/Due Outs**

Advertising open positions

**D. Adjourn Meeting**

J. Beall made a motion to adjourn the meeting at 7:41 pm.

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 7:41 PM.

Respectfully Submitted,  
K. Snare

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### **Documents used during the meeting**

- May 2023 Administrative Report.pdf
- Preschool Director's report May 2023.docx
- JAN - EXPENSES BY VENDOR.pdf
- FEB - EXPENSES BY VENDOR.pdf
- MAR 2023 EXPENSES BY VENDOR.pdf
- FEB Rev. 2, Architect-Engineer-Technical Consultant.pdf
- FEG Rev. 2, Construction Contracts Bidding and Awards.pdf
- FEG-R, Construction Contracts Bidding and Awards.pdf
- FF Rev. 2, Naming Facilities.pdf
- FF-R, Naming Facilities.pdf
- FFA, Dedications, Memorials, and Recognitions.pdf
- EBCB-R Rev. 3, Safety Drills 2.pdf
- GBA Rev. 3, Open Hiring Equal Employment Opportunity 2 (1).pdf
- GBAA Rev. 2, Sexual Harassment 2.pdf