

BETHANY CHARTER SCHOOL - Board meeting, February 21, 2006

Please note that these minutes are not official until approved at the next board meeting.

Board members present: Hilda Ramak, Bob Schaefer, Mark Sinn and Karyn Buchheit.
Absent: DiNae Hendriksen. 6 others present.

Meeting called to order at 7:04 PM by Bob Schaefer.

Consent Agenda: Hilda Ramak moved to approve the minutes of the February 6, 2006 Board Meeting as presented. Mark Sinn seconded. Passed unanimously.

Audience with visitors - nothing brought forward.

Staff Report - Administrator's Report presented by Kathy Frank.

Significant Activities:

Attended to the suggestions submitted by accountant after in house review. We are working on implementing these suggestions:

- Cash receipts procedures

- Deposit accuracy

- Record bank transactions deposits weekly

Attended Safe School Summit

In serviced new teacher

Collected and analyzed School Improvement Survey

Met with mural society. Communication grant money to spend \$700.00 to have a local artist spiff up our entry way to fit with the theme of our community

Met with World Book Encyclopedia

Have three air duct cleaning quotes

Ordered playground equipment and went with Mr. Mark Sinn's idea of raising the equipment with the community. Traeger's have donated the rental fee for a barbeque grill for this all important day!

busy intellectually studying the budget to prepare for budget committee

Things to consider:

Spending grant money to upgrade our library system now will give us a quality library system that is staff and student user friendly and have information Alexandria Library Automation Program - Complete, fully-integrated library management system. Estimate \$5,500 Easy to use, web-based and Rich Client searching interfaces Searching options for all skill levels Easy access to third-party and federated searching Easy navigation Item and student Lexile integration-Lexile levels are a measure of text difficulty for the teachers and students. The level assigned to the student is based on their State Test scores and guide the students to their correct reading level and suggests appropriate books for them to read.

Supports Accelerated Reader and reading Counts

Due date and policy flexibility
Reading performance reports

Spending grant money to enhance our community communication piece

\$700.00 for our garage door mural

Spending grant money to reduce trash - A presentation on Trash Vac by our very own environmental friendly, cash saving and a believer of having our students be a part of the school duty operations - Mrs. Shackelford.

Discussion Items

- a. Budget Committee Policy - recommend to fill in months as August to identify openings, September to identify those interested and October to appoint to openings.
- b. Job description for clerical assistant - receptionist
- c. Employee handbook
- d. Spending plan C2006 - add \$700 under marketing for mural.
- e. Names for budget committee - those who have indicated they are interested in serving on this committee are: Keri Shirk, Dave Yoast, Julie Meisenheimer, Thad Hodges and Marianne Ozuna.
- f. Health curriculum - Hilda Ramak reviewed book for the 6th grade level. Mark Sinn reviewed book for the 7th/8th grade level.

Correspondence - e-mail from lawyer.

Audience with visitors - nothing brought forward

Action Items:

- a. Budget Committee Policy. Karyn Buchheit moved to accept the policy as presented with August, September and October to fill in the months. Hilda Ramak seconded. No discussion. Passed unanimously.
- b. Job description for clerical assistant. Hilda Ramak moved to accept policy as written. Mark Sinn seconded. Passed unanimously.
- c. Employee handbook - tabled for the March 6th meeting.
- d. Spending Plan C2006 - Mark Sinn moved to authorized spending up to \$50,216.23 on the items on Spending Plan C2006 which includes the addition of \$700.00 under marketing for mural. Bob Schaefer seconded. Passed unanimously.
- e. Appoint to budget committee - Hilda Ramak moved to accept and appoint to the budget committee the people named in discussion - Keri Shirk, Dave Yoast, Julie Meisenheimer, Thad Hodges and Marianne Ozuna - with terms to be determined at the first budget committee meeting. Mark Sinn seconded. Passed unanimously.
- f. Health curriculum. Hilda Ramak moved to accept the 6th through 8th grade health curriculum as presented by the SFSD. Bob Schaefer seconded. Passed unanimously. Thank Mark Sinn and Hilda Ramak for reviewing material.

Meeting adjourned 8:37PM

Next meeting: Board meeting, Monday, March 6, 2006