



Governing Board Meeting Agenda

December 22, 2014

4:00 P.M.

- Meeting called to order by Melissa March at 4:21 P.M.
- **Roll Call** –
 - Patch - present, Claudio Jaffe-present, Tim Quinn-present, Brooke Havrilla-present, Annetta Jenkins-not present, C. Ron Allen-not present
- **Approval of November minutes** –
 - Patch moved to approve, Tim Quinn seconded, unanimously approved.
- **New Business**
 - Patch motions to move items up on the agenda – removal of board member, election of officers, governance compliance. Tim Quinn seconded. All in favor – unanimous.
- Governance Compliance – fingerprinting and governance training
 - All members have been fingerprinted except for Annetta Jenkins. Patch, Brook Havrilla and Claudio Jaffe still working on governance training and will complete by January 1.
- Removal of Board Member – Section 3.6 of the Bylaws allow for removal of a governing board member at any time, with or without cause, by a majority vote of the Board. Section VIII.G.3 of the Charter Contract requires Governing Board members to be fingerprinted within 30 days following their appointment to the Governing Board. If any of the Governing Board members has not done their fingerprinting within that time period, the Governing Board may vote to remove those members pursuant to Section 3.6 of their Bylaws.
 - Patch makes a motion to remove Annetta Jenkins from the board due to lack of compliance with fingerprinting deadline. Tim Quinn seconded the motion. All in favor - unanimous.
- By-laws Amendment–
 - Motion to move the by-laws amendment up on the agenda made by Patch, seconded by Tim Quinn. All in favor - unanimous.
 - Patch makes a motion to amend by-laws to make the position of Parent Liaison a voting position. Tim Quinn seconded. All in favor - unanimous.

- Patch makes a motion to make Brooke Havrilla, current Parent Liaison, a voting member and keep her Parent Liaison position. Seconded by Tim Quinn. All in favor - unanimous.
 - Patch makes a motion to allow electronic voting via video-conferencing and/or tele-conferencing. Seconded by Tim Quinn. All in favor – unanimous.
- Election of Officers – Motion made by Patch to table until later in the meeting. Seconded by Tim Quinn. All in favor – unanimous.
- **Reports**
 - Class Size Requirements (CSR) – Heather Confer reports that the school’s CSR status is in compliance and has been in compliance. Overage in K-3 was a reporting error and all required documentation has been submitted to the state and district.
 - District reports submitted to date – Monthly reports will be submitted to the board by management.
- **Old and Unfinished Business**
- Jeannette LaFleur named as Interim Principal –
 - Patch motions to name Jeannette LaFleur Interim Principal. Claudio Jaffe seconds the motion. All in favor – unanimous.
 - The principal position will remain open and the position will be posted on the school’s website. Motion made by Patch. Seconded by Tim Quinn. All in favor – unanimous.
 - Claudio Jaffe motions to create a principal search committee. Seconded by Patch. All in favor- unanimous.
 - Patch makes a motion to table naming committee members until the next board meeting in January. Tim Quinn seconded the motion. All in favor - unanimous.
- Resolution relating to execution of contracts by principal – Motion made by Claudio Jaffe to approve. Seconded by Patch. All in favor - unanimous.
- Contract Review – board has not received investigation report from counsel to date.
- Ratification of Corey Smith’s retainer agreement as attorney for the school. – Motion fails to ratify attorney retainer at this time by Patch. Seconded by Tim Quinn, all in favor - unanimous.
Patch motions to get RFPs for PR contract and attorney contract. Seconded by Claudio Jaffe. All in favor - unanimous.
Claudio Jaffe motions to request the findings of Corey Smith’s investigation of PR contract in writing from board counsel in two weeks. Seconded by Patch. All in favor – unanimous.
Claudio Jaffe motions to request an investigation into the legality of the PR contract. Seconded by Patch. All in favor – unanimous.

Claudio Jaffe motions to look at the need for a PR contract. Seconded by Patch. All in favor – unanimous.

Patch motions to table the PR contract review with the condition of a written report from school counsel as to the legality of the contract, the ethics of C. Ron Allen's involvement with the contract. Patch motions to remove C. Ron if the contract is found illegal or if C. Ron's actions are found to be unethical. Seconded by Tim Quinn. All in favor – unanimous.

- Treasurer additional duties:
 - Review accounts monthly
 - Signor on school account
 - Patch motions to approve additional duties to the Treasurer's position. Claudio Jaffe seconded the motion. All in favor – unanimous.
- Amendment to Lease
 - Claudio Jaffe motions to approve. Tim Quinn seconded. All in favor – unanimous.
- Corrective Action Plan (CAP) approval and submission of additional information
 - Motion to submit made by Patch. Seconded by Tim Quinn. All in favor unanimous.
 - Marketing Plan
 - Motion made to be revisited with PR RFPs by Patch and seconded by Tim Quinn. All in favor – unanimous.
- Artademics Update
 - All issues of concern are cured and in compliance.
- **Public Comment –**
 - Craig Ross: The school does not have an access issue but the results are not happening. Communication back is lacking.
 - Jennifer Ross: A few weeks ago parents' child was attacked in the bathroom. An email was sent to Ms. LaFleur without response. Teachers have have control within classrooms. The issues are happening in bathrooms and lunch room. Ms. LaFleur does not respond. Sent email to board asking for requirement of communication back to parents. 2 ½ weeks with no response.
 - Melissa March: Vote gives accountability for Ms. LaFleur. Management will now observe the principal with iObservation. Brooke Havrilla has spoken to other parent involved. Parents go to teacher, teacher lead, administration (cc: Brooke Havrilla and management), parent liaison.
 - Craig Ross: Asking for consistency – positive behavior school wide system.
 - Brooke Havrilla: New policies and procedures for bathrooms and lunch room in place in January.
- Lisa Murray – Concerned that security personnel are not trained.
 - Melissa March: RFP for security companies has been started. Allow parent police officers and fire fighter parents train staff.

Maria Ironstone – security personnel not doing the job – use professionalism do not become complacent.

Melissa March: Not a board action item; management will bring to leadership team – admin, management, Greg.

- Election of Officers by ballot -
 - President – Patch: 3 to 4 quorum
 - Vice-President – Claudio Jaffe: 3 to 4 quorum
 - Secretary – Tim Quinn: Unanimous
 - Treasurer – Brooke Havrilla: 3 to 4 quorum
 - Board Member – C. Ron Allen
- Motion to adjourn meeting at 5:54 P.M. by Patch. Seconded by Tim Quinn. All in favor – unanimous.