

Board Meeting Minutes
Regular Meeting
September 10, 2008 – 5:00 p.m.
Seven Hills Classical Academy

CALL TO ORDER: Chair Sue Pearce called the meeting to order at 5:07 p.m.

ROLL CALL: The following board members were present: Tracy Benson; Sara Eschle; Erin Day; Mike Olmstead; Sue Pearce; John Rimstad; Steve Wendorf; Executive Director Margaret O'Brien, ExOfficio
The following board members were absent: Julie Ball; Don Swetala; Steve Wendorf

OTHER ATTENDEES: Chris Bewell, Leisa Irwin, Kevin Busko

Amendment to agenda: Replace Action A (Approve public relations committee charge) to accept the resignation of Steve Wendorf from the Seven Hills Classical Academy board effective immediately and remove Action B (Approve addition of Class One seat)

MOTION to approve amended agenda made by M. Olmstead and seconded by T. Benson and passed unanimously.

MOTION to approve the August 5, 2008 meeting minutes passed unanimously.

MONTHLY FINANCE REPORT, Leisa Irwin, Business Manager

Note that Finance Committee did not meet due to the earlier start of the board meeting.

Projections were given through the end of the school year even without all information on funds since it's so soon to the beginning of the year.

A budget review will be done in October.

Any negative balances were due to reversal of payables and receivables as of July 31st

Reminder that the state will be paying the funds that were held back in August, September, and October

No line of credit was used last year

Final payment on computer loan was made

BOARD ACTION ITEMS

A. MOTION to accept the resignation of Steve Wendorf effective immediately made by M. Olmstead and seconded by S. Eschle. Passed unanimously.

C. MOTION to approve the addition of Mike Stanchfield to a Class One seat on the Seven Hills Classical Academy Board made by M. Olmstead and seconded by S. Eschle. Passed unanimously.

D. MOTION made by S. Eschle and seconded by M. Olmstead to approve the Executive Director Evaluation Rubric. The question was brought up if there should be more weight placed in the Academic Achievement and Financial Accountability areas since they are of such importance. Also, can surveys be a very accurate way to see how satisfied staff and parents are with the school. It was decided that a group including a teacher would help the board chair to develop a survey to judge staff satisfaction. Surveys that go home for families need to include language about the importance of filling them out so more surveys are returned. It was noted that the Seven Hills population is good about returning surveys. It was determined that different weights would be given to the categories with Academic Achievement and Financial Accountability at 30 percent, Operations at 20%, and Staff Satisfaction and Parent Satisfaction at 10% each. Bonus language should be kept with “fund availability” that will be decided in April. Since the director would like to have opportunities for teacher bonuses we will keep a director bonus option.
**Motion Passed. In Favor: S. Eschle, E. Day, M. Olmstead, S. Pearce.
Opposed: J. Rimstad. Abstain: T. Benson**

REPORTS

Executive Director’s Report, Margaret O’Brien

Beginning of the year has been great

MCA reports will come in October

Board should read the Director’s Report before meetings and come with questions

Board Chair, Sue Pearce

Strategic Plan meeting on Sept. 13 at 10:00

The date for the Town Hall meeting will be decided

Facilities Committee, Margaret O’Brien

We received our Occupancy Permit

The church congregation is 100% supportive of an expansion project so this committee will need to meet with the church leaders soon.

Finance Committee, John Rimstad

The committee will be examining the timing of review for our financial statements

Governance Committee, Sue Pearce

Erin Day is now the chair

First reading to a change in terms of elected board members so current board members will serve until June 30 which will coincide with the end of the school year

Public Relations Committee

The committee is on hold

Transportation Committee

Recommended that this committee disband since work is finished for the year.

Community Members

None

MOTION made by M. Olmstead and seconded by S. Eschle to adjourn.

Motion passed unanimously. Meeting adjourned at 6:04 p.m.

Next Regular Board Meeting, Tuesday, October 7, 2008

Submitted by Erin Day, Board Secretary

Approved 10/7/2008