



MINUTES

Board of Directors - Regular Meeting - September 8, 2020 - 5:00pm

1. **Call to Order** - The meeting was called to order at 5:11pm by Sridhar Ramachandran, Vice President.
2. **Roll Call** - present via Zoom virtually
 - a. **Present:** Melissa Merida, Sridhar Ramachandran, Kyle Daugherty, Jared Law-Penrose, Courtney Lewis, David Clifton
 - b. **Absent:**
3. **Approval of Minutes from Regular Meeting July 14, 2020.** Motion to approve by Clifton and second by Lewis. All in favor.
4. **Approved Public Participation** - none.
5. **Special Reports**
 - a. Presentation on Financials (Board Quarterly Financial Reports - September 2020) - Barbara gave an overview of the financials. Brett Huett (contracted Accountant) reported that the financial position of the school is very strong. The Board asked questions. Brett validated that the school was in a strong financial position for the CSP allocation.
 - b. Cooperative Supplemental Pay Review and recommendation - Barbara recommends that the Board use some of the additional revenue over expenses to keep the CSP for staff this year. This will be helpful because the staff did not have an increase in base salaries this year. Barbara recommends that the Board designate \$220,00 plus payroll taxes in the amount of approximately \$25,000 for a total of approximately \$250,000 for the CSP. This would equate to approximately \$4,000 per, full time, full year staff member..
 - c. Enrollment/Marketing Update - Barbara reported that our enrollment is down, and many of the local schools are also down, possibly due to parents moving to homeschool. Marketing and virtual chats are still in process, but the inquiries have seemed to slow slightly.
 - d. Human Resources Update - Barbara reported that we have one staff position open in the Nurtury (not sure if it will be filled), and we do have one open teaching position currently being filled by a Support Staff member.
 - e. School Success Update - Barbara reminded that Ball State is not purchasing the NWEA learner assessment this year. However, the school will keep this to assist teachers in understanding development of learners in specific academic areas. Barbara reported on the professional development for teachers over the summer for the technology and academic aspects of so many learners being on off-campus learning.
 - f. Board Policy Manual: Proposed Revisions - Tabled



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- g. Board Retreat 2020-21 - Tabled
 - h. Treasurer's Report: June, July, and August 2020 Credit Card Statements Review, Quarterly Investment Review, Quarterly Bank Statement Review - Kyle reported on the statements. The Board asked questions. Kyle reported on the status of the investments.
 - i. CASA Update - The CASA project is nearly complete. The space is currently being used to allow staff to spread out for lunch or breaks, and is being used for Extended Learning and a few interns.
 - j. 403(b) Discussion - Tabled
 - k. Emergency Preparedness Plan 2020-2021 - The Board reviewed the plan.
 - l. Insurance Renewals - Barbara reported on the insurance status, which includes an 19% increase in premium cost for health insurance (an increase of about \$30,000 on the budget line item) and a smaller increase of \$2,222 for the year with the Liability and Property insurance. She did not recommend making any changes at this time. She discussed the possibility of reviewing this in the future, and the impact of the current plan versus other potential choices.
6. **Consent Agenda** - Motion to approve by Daugherty, second by Ramachandran. All in favor.
- a. Claims approval – June and July 2020
 - b. Cooperative Supplemental Pay - the Board approves \$220,00 plus payroll taxes in the amount of approximately \$25,000, for a total of approximately \$250,000 for the CSP. This would equate to approximately \$4,000 per, full-time, full year staff member.
 - c. 403(b) Discussion - Tabled
 - d. Emergency Preparedness Plan 2020-2021 is approved as presented.
 - e. Insurance Renewals - the Board approves to stay with the current plan.
7. **Announcements**
- a. Next Regular Board Meeting - October 20, 2020 at 5pm tentatively via Zoom.
8. **Adjournment** - Motion to adjourn at 6:32pm by Ramachandran, second by Clifton. All in favor.

Minutes approved on February 9, 2021 by:

Melissa A Merida

Melissa Merida, President

Sridhar

Sridhar Ramachandran, Vice President



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KLD

Kyle Daugherty, Treasurer

David Clifton

David Clifton, Member

Jared Law-Penrose, Member

Courtney Lewis, Member