



BOARD OF DIRECTORS MEETING

A regular meeting of the Board of Directors was held on March 21, 2017 at 6:00PM.

I. Administrative

- A. The meeting was called to order by** Jack Moore at 6:04pm
- B. Board Members Roll Call:** Dr. Mark Bowden, William Quantz, Dr. Jean Chandler, Jack Moore, Alys Campaigne, John McFarlane, Dr. Jennifer Albert Walter Loiselle, Dr. Tim Gott (ex-officio). Excused: Keith McElveen,
- C. Mission Statement:** PSA exists to meet the distinctive academic, social and emotional needs of gifted learners.
- D. Public Comment:** No parents attended the meeting.

II. New Business

A. Financial update - William Quantz

1. 2017-2018 Budget

William presented the final budget figures for the upcoming school year. This year's actual performance figures – the first time we have had a full school year operational in the new building – were used to create a strong budget for 2017-2018. It is a roughly break even budget after debt service.

2. January Financials Review

William presented the monthly financials for January. The state revenue is picking up so the Base and Categorical figures (\$6650 per student) are rising in line with budget expectations. We anticipate coming in \$205,000 above the revenue budget for Base and Categorical state funding based on student count projections.

B. Principal's report – Dr. Tim Gott

Student state compensation figures may be further increased in the future based on the number of students who are taking dual enrollment credit courses, potentially further increasing the budget surplus for the year. Projected revenue for next year was based on last year's percentages so is budgeted conservatively.

Jennifer Hildebrand is working in the front office and helping with enrollment. Some students in 7th through 10th grade have announced they are not returning so open spots have been identified. Overall there was very little attrition of students for next year. 75 6th graders have been offered spots so that we have a buffer in case a couple drop out before the start of school. The 6th grade wait list has 227 students. There are 102 spots on the 7th grade wait list. There are two spots open in 8th grade and there are 72 students on that wait list. In 9th grade there are 10 spots opening. There are 112 students on the wait list. For rising 10th graders there are 5 spots open with 45 on the wait list. Military students

are offered a spot for each open position. All siblings have been accommodated in upper grades.

Dr. Gott was approached by an individual with Helios who offered performance contracting energy efficiency services for the building. One proposal estimated potentially \$800 in savings with \$700 going to the provider for servicing the contract. Walter and William suggested issuing an RFP to see what other options are out there.

III. Updates

A. Governance, Policy/Procedures and Bylaws – Keith McElveen/ Alys Campaigne

1. Bylaws – Alys presented the current version of the bylaws that have been circulated to the parent body for feedback. There were no major revisions and the board later approved the bylaws to be sent to the district for final approval. They will be incorporated into the Charter update draft that will be submitted this summer.
2. Charter Update- Dr. Gott presented drafts of the academic goals and objectives and curriculum overview sections of the charter update. He is looking for input on the documents for approval next month.
3. Financial Policies – The Charter School Alliance templates and current McCay Kiddy procedures will be turned into a policy that will be presented for board approval next month.

B. Development and Fundraising – Walter Loiselle

1. Auction Report – Walter reported on the auction results. \$14,908 was raised, returning \$10,838 in profit after expenses. This was over \$3,000 more than 2016. The auction committee prepared a memo with lessons learned to help plan for next year.

Walter presented the etapestry fundraising software he has tailored for PSA's use. It is currently free but could be used in the long term for a low cost. He cautioned that it will only be as strong as the investment in time to learn how to use it and maintain it for campaigns etc. Tim discussed it being particularly valuable for capital campaign purposes. There will be continued consideration of how best to approach the management of the software with staff, board and parents to ensure consistency.

C. Military – John McFarlane

John reported on the draft correspondence to Joint Base requesting rent proration based on enrollment of military students. A second letter requesting additional use of space will be developed. A new sign for St Leo's that was installed caused some confusion since the PSA lease prohibits subleasing agreements or signage for renting out part of the campus but paragraph 15.1 on the bottom of page 13 made an exception for athletic facilities. The issue is being further reviewed. John also is working to increase base volunteer service opportunities at PSA via STEM or other programs. The base is being

opened to area students on April 20th to learn more about what happens on site. John is looking to make sure that these and other job shadow opportunities are available to PSA students. He also reminded the school that students are allowed to use the cut through for cross country running and training. There may be opportunities to use the soccer field and track if there is a way to coordinate transportation onto the base.

D. Facilities – Dr. Mark Bowden

Mark gave an update on the effort to repaint the hallways. He contacted Sherwin Williams on Highway 41. They recommended eggshell paint and using professional contractors so the paint is priced affordably – roughly \$30-\$40 a gallon. Another product, Paint Shield, was also discussed. Stephanie Strong, a parent, owns a paint company and discussed using a dark color on the lower portion of the wall to cover the scuffs. Tim has been budgeting money to move on painting this summer. Mark will get estimates.

E. Communications – Jack Moore

1. Password protected website

A secure section of the website was created to house password protected documents. Alys will talk with Bernadette to see if a Share Point link can be included and will test functionality.

Jack discussed the continuing need to fund a security system. He is talking with Google and Bosch to discuss grant opportunities.

F. Academic Excellence – Tim Gott

The Committee developed the updated educational programs and student achievement sections of the Charter discussed above. Naviance is the tool used to track the long-term, post-graduation metrics.

IV. Action Items

- A. Adopt Bylaws** – William made a motion to approve the bylaws. Mark seconded. Motion passed, all in favor.
- B. Approve 2017-2018 Budget** – Jean made a motion, Jack seconded it. Motion passed, all in favor.

V. Adjournment, Next Meeting April 18, 2017

Meeting was adjourned at 7:33 PM.

Your Governing Board
