

**Minutes of Board Meeting
February 15, 2022
6 p.m.**

The meeting was held at Prime Meridian Bank's community room with a Zoom option. Board members in attendance were Luke Markham, Elizabeth Kerns, Janice Jones, Adil Khan, Trish Buchanan and Ana Kalman. John Weber, Heath Frederick and Amanda Barnett participated via zoom. Staff member present included Kristin Aiken with Deborah Sulsona, Mary Holjes and Cindi Parker-Pearson on zoom.

Approval of Minutes

Luke Markham called the meeting to order at 6:00p.m. Trish Buchanan moved to approve the minutes of the January 18, 2022 Board meeting. Adil Khan seconded the motion and it passed unanimously.

PUBLIC COMMENT

None

Strategic Plan Status

Adil Khan and Trish Buchanan have created a restructured organizational chart to better align positions and responsibilities. An added position of Assistant Principal will help support the Principal and allow for succession planning. A Development Director may be considered in the future as well as a lead Early Interventionist. Kristin Aiken will email the draft to the full board. Trish Buchanan will also begin to look at revising and updating job descriptions.

Financial Report

Elizabeth Kerns presented the financial report for seven months ending January 31, 2022. The Statement of financial Position shows cash just over \$1.4 million, total assets of \$3.07 million and total liabilities of \$693K. Revenues totaled over \$2.25 million which was \$8K below budget. Expenses totaled almost \$2.05 million which was \$30K below budget. We have had a savings in expenses due to a few vacant positions. We had a net surplus of \$195K compared to a budgeted surplus of \$172K.

Deborah Sulsona shared information regarding additional funds from the federal CARES Act titled ESSER (Elementary and Secondary School Emergency Relief Fund) through the school district. Last year we received \$43K. This year we have been approved to receive \$177K. We are awaiting approval of the submitted plan for \$400K next year. Many expenses fall under our normal operating budget and some allow us to replace capital items such as the Bartow roof and a/c units in Lakeland. Expenses must be submitted for reimbursement after they are paid. Deborah will keep the board informed on the status of the funds.

Citizens Bank & Trust holds our line of credit and needs board approval to replace John Burton with Kristin Aiken as the signatory. Janice Jones moved to approve Kristin Aiken as the signatory on the line of credit. Elizabeth Kerns seconded the motion and it passed unanimously.

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Parents Report

Mary is scheduling working on picture retakes and parent ads for the yearbook. She plans to send it to print before spring break. The monthly zoom parent meetings will be held next week.

Principal's Report

FTE ended on Friday, February 11. We were fully enrolled and able to count all in attendance. Staff worked hard to make it happen!

Cindi has begun teacher observations and evaluations. All other staff evaluations will begin next month.

We are planning to have a drive-thru graduation for all three campuses once again. The tentative date is Monday, May 23 from 5:30pm to 7pm. We currently have 35 students slated to graduate.

President's Report

We currently have \$90K in Top Chef sponsorships. We have nine chefs competing due to one Chef needing to withdraw from the event. The Chef/Community Leader team have already raised \$22K with several separate fundraising events coming up. Please join us for the awards celebration at Union Hall on Tuesday, March 1 from 5-7pm.

Kristin has three interviews this week in hopes of filling the vacant Early Interventionist position. We would like to have that position filled by the United Way CIT visit in May which is expected to be in person.

Leadership Lakeland visited the Lakeland campus. Attendees gathered in the breezeway and Mark Miller shared his story. Superintendent Heid and School Board member Lisa Miller also visited the Lakeland campus last week.

Kristin is surveying the Advisory Council to reschedule the meeting that was canceled. The most likely dates at this time are March 15 or March 30.

Committee Reports

None

Unfinished Business

The extended due diligence period for the purchase of the 540A land is up next month.

New Business

None

Trish Buchanan moved and Ana Kalman seconded to adjourn the meeting at 6:40 pm.

Respectfully submitted,

Deborah Sulsona
Administrative Services Manager