Chautauqua Board Meeting |MINUTES

Meeting date | time 5/11/2018 12:00 PM | Meeting location Front Meeting Room

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| Meeting called by | Dr. Terry Jack |
| Type of meeting | Monthly Board Meeting |
| Facilitator | Cynthia McCauley |
| Note taker | Cynthia McCauley |
| Timekeeper | Dr. Terry Jack |

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| Attendees:Dr. Terry Jack, Bob Smith, Mary Sittman, Marylyn Denecke, Kathy Barr, Jimmy Barr, Pam Cramer, Cynthia McCauley, Nelson Scott, Mariah Moore, Misty Fowler |

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# Agenda topics

Time allotted | 5 min. | Agenda topic Welcome Nelson Scott | Presenter Dr. Jack

Discussion: Dr. Jack motions to approve Mr. Scott to the board, second by Jimmy Barr, and unanimously voted to approve.

Conclusion: Motion carries.

Time allotted | 10 min. | Agenda topic Approve February + April Minutes | Presenter Terry Jack

Discussion: Reading and discussion of both sets of minutes by Dr. Jack, Motion by Kathy Barr to approve and second by Dr. Jack—all vote in favor

Conclusion: Motion carries.

Time allotted | 20 min. | Agenda topic Approve Financials, approve budget amendment, approve and sign Letter of Engagement for audit| Presenter C. McCauley

Discussion:

 a. Financials-Mr. Barr explains the March financials as prepared by our finance office, School Financial Services, Dr. Jack motions to approve, second by Kathy Barr, all vote in favor

b. Budget amendment prepared by School Financial Services, Mr. Barr explains and discusses, noting there was a $15,000 difference in initial expected revenue from FTE and the actual projected, thus the amendment, but the last monthly FEFP check from the district, (and not reflected yet in the financials was $13,000 more the equal monthly checks based on the projects. Perhaps the reconciliation of the February FTE adjusted the balances nearer to the original expectations. However, Mr. Barr advised to approve budget amendment. Pam Cramer motions to approve, Kathy Barr seconds, all vote in favor.

c. Mr. Barr explained the Letter of Engagement to hire King and Walker to complete the required annual audit that is present to Bay District Schools. Dr. Jack motions to approve, second by Jimmy Barr and unanimous vote by all.

Conclusion: All motions carry.

Time allotted | 5 min. | Agenda topic Enrollment | Presenter Cynthia McCauley

Discussion: Ms. McCauley informs the board that projected enrollment is good for the 2018-2019 school year. We are graduating 11, and we currently have 13 to take their places. Also, it is customary that many other students will trickle in during the fall as school begins.

Conclusion: NA

Time allotted | 5 min. | Agenda topic Empty Bowl| Presenter Cynthia McCauley

Discussion: Ms. Mary Pat Zebroski and Ms. McCauley report the Empty Bowl as a great success. The community was very supportive. Many restaurants donated soups. Many schools made bowls. Two groups volunteered to provide entertainment. They were amazing. The BHS SGA picked up the donated soups, served soups, and clean up from the event. Tracy Powell was amazing in rounding up silent auction items. The event raised almost $5,000 for trolley passes. We hope to give out half in the hottest months and half in the coldest.

Conclusion: NA

Time allotted | 5 min. | Agenda topic Grantsl| Presenter Cynthia McCauley

Discussion: Ms. McCauley informs the board she is currently working on a grant with VR to again provide Summer Youth Job Training. We estimated 30 youth would take part.

 Ms. McCauley also explained that ten students and three staff are traveling to Ireland to University College Cork for the International Summer School program in Cork, as they did last year. They will leave on May 26 and return on June 2 flying from Orlando to London then to Dublin with a train to Cork.

Conclusion: NA

Time allotted | 5 min. | Agenda topic Other| Presenter Cynthia McCauley

Discussion: Ms. McCauley reminded the board that Shipwreck and our annual Luau would be May 17th. Graduation would be May 24th at 5:30 pm in the Bay Café.

Board also discussed attending Chautauqua in the summer. The group felt the theme on the future of work was the most relevant.

Conclusion: NA

Time allotted | 1 min | Agenda topic Closing | Presenter Dr. Jack

Discussion: Motion by Dr. Jack to adjourn meeting. Ms. Sittman seconds.

Conclusion: Motion passes. Meeting ended. 1:00 p.m.