



Lincoln Academy Board of Directors Meeting Minutes September 14, 2009

1. Call to Order 6:30PM
2. Welcome to Guests and Introductions
3. Roll Call
 - a) LABoD – Rob Cox, Michael Roy, T.O. Owens, Derek Luyk, Susan Davis, Doug Neely, Bill Cherrington,(excused absent - Ed Stankiewicz).
 - b) Staff –Mary Ann Mahoney, Connie Meadows, Doreen Jennings, Sarah Jacobson, Christy Goodman, Lee Ann Kain, Ken Kain, , Christy Goodman, Robin Welsh, Sharon Leasure, Chelsea Hitzges, Karla Burkhalter, Judy Mckinney, Maria Jelinek
 - c) Guests: Richard Cherrington, Kristi Patrick, Ken Werner
4. Approve Meeting Minutes from Last Board Meeting
 - August Board Meeting Minutes: **APPROVED with revisions**
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5. Hearing of Persons
 - **None**
6. Review Board Calendar
 - **No Changes to Board Calendar**
7. Approve Agenda
 - Agenda **APPROVED**
8. Reports to Board
 - a) Principal’s Report – Title II Money – 7 Habits Training
9. Committee Reports:
 - a) **Governance**: Strategic Plan – Meeting held on Wednesday, September 2nd
Attendance: Michael Roy and Derek Luyk. From here on meetings will be held on the 3rd Wednesday of each month. Meeting dates are as follows: TBA
 - **Motion 08-09-2009**: Derek Lyuk motioned to submit the new format of the “Revised Board Policy Document”. No changed in the content, just the format. Doug Neely second the motion.
 - b) Board Training/Legal Workshop: Wednesday, October 14, 2009 at 6PM at the Ed. Center at Jefferson County School – Bd Room 5th Floor
 - c) Looking for outside resources to help train the board. Meeting to be held either in January or February of 2010.

- d) Deadline on Committee Guidelines and Goals: Each committee will write Guidelines/Goal and a Strategic Plan. Bring draft to October 12, 2009 Board Meeting. Dates will be determined at October Board Meeting.
- e) **Finance:** More information to come when Ed returns from working out of state.
- f) **Facilities:** Appoint a Chair:
 - **Motion 09-09-2009:** T.O. moved to appoint Doug Neely as Facilities Chairman. Derek Luyk second the motion. Doug also expressed interest in heading up the Technology Committee.

Building update(s):

Roof on schedule October 6th.

Air quality continues to be investigated

Mary Ann will follow-up with Kurt Fritzler about replacement of mulch ASAP, due to safety concerns

- g) **Academic Excellence:** Appoint a Chair:
 - **Motion 10-09-2009:** Michael Roy moved to appoint Susan Davis. Derek Luyk second motion.
- h) SAC Survey: Has been absorbed by the Academic Excellent Committee Sandy Neafsy has offered to help compile with the survey as needed.
- i) **Development Committee:** Goals-Recruiting non school board members from the community, fundraising, promote the foundation through local businesses. Will not compete with LA PTO. DC will work to promote the LA Foundation and it goals.

Development Committee: Appoint a Chair:

- **Motion 11-09-2009:** Doug Neely moved to appoint T.O. Owens as Chair person. Susan Davis second the motion.

10. Unfinished Business

- a) Board sign-up for PTO: Rob Cox will represent the board and the PTO meeting on Tuesday, September 15, 09. Rob will email out list for PTO sign-up for future meetings.
- b) Adoption of Advisory Committee for New Principal – New name adopted: **“Executive Search Committee”**

Appoint a Chair: Two board members (Derek Luyk and Michael Roy) interest in chairing this committee. Vote was held, there was a tie vote. A coin was tossed to determine Chair person and Derek Luyk won the toss. Mike Roy suggested all Board Members are allowed to attend the “Executive Search Committee”.

- **Motion 12-09-2009:** T.O. Owens moved to appoint Derek Luyk as Chair person. Doug Neely second the motion.
 - **Motion 13-09-2009:** Michael Roy motioned, that the Lincoln Academy Board of Directors form an Executive Search Advisory Committee which shall serve from September 14, 2009 to May 31, 2010. That the committee recommends 3 candidates, from which one of the three will be selected as the principal of Lincoln Academy to start work in the 2010-2011 school year. That the members of the committee shall function as a unit and refrain from making commitments to any candidate on behalf of the committee or the board. That the board shall provide at least 3 board members to serve on the committee and the current principal. That the committee shall provide a plan with deadlines at the next board meeting and report on its progress monthly until a principal is hired. Doug Neely second the motion.
 - **Motion 14-09-2009:** Michael Roy moved to appoint the following Board and Staff Members to the “Executive Search Committee”. Susan Davis second the motion.
 - Board Members:
Susan Davis, Doug Neely, Bill Cherrington, Michael Roy, T.O. Owens.
 - The Staff Reps:
Specials Rep: Christy Goodman
K-2 Rep: Calee Loyd
3-5 Rep: Karla Burkhalter
Middle School Rep: Emily Graham
Administrative Rep: Doreen Jennings
- c) At the October 12th Board meeting, Mary Ann will bring a list of staff candidates for the interview process to the “Executive Search Committee”.

11. New Business

- a) PTO Update: Susan Davis reported the PTO news. Chris Brown is the new PTO President, Vice-President April Bates, Secretary; Dana Friech, Treasurer; Bernie Templeton; and Volunteer Coordinator; Michelle Richey. Harvest Festival well attending. Fundraising continues for 5th grade ODELS for 2010-2011.
- b) Hot Lunch Program/Revolution Foods: Announce by mam we have a new food provider discussions were as follows:
 - i. Flagstaff is the FSA
 - ii. Charter Choice
 - iii. Cost issues

- iv. Discussion about obtaining an Independent Lawyer for Revs Food Program.
- v. Insurance Issue: District has denied us coverage under this new food service program. Due to the fact the district denied product liability coverage, the CLCS is investigating other product liability options that will cover all charters school, not covered under the district liability policies. T.O. Owens will contact an Independent Insurance Broker to obtain information regarding an umbrella policy in the interim of the CLCS finding a policy.

Then Rob Cox referred to The Bylaws; Section 4.4: PRESIDENT:
The President shall prepare the agenda and preside at all meetings of the Governing Board, and shall perform such other duties as may from time to time be assigned by the Board. Upon request of the principal or of any two Board members, the President may issue written directions to the principal regarding any matter affecting the school which shall be binding until the next regular or special meeting of the Board. The President shall execute all contracts, except where required by law to be otherwise signed or where the signing thereof shall be expressly delegated by the governing Board to some other Officer or agent of the school. In general, the President shall perform all duties and may exercise all rights incident to the office of the President.

Further discussion was based on the above information and that no contract should have been sign by the Principal without the boards prior approval.

- **Motion: 15-09-2009:** Due to the lack of product liability insurance, T.O. Owens moved to suspend the new food service program with “Revolution Foods” if insurance product liability (up to 2,000,000) was not in place by September 22, 2009. Derek Luyk second the motion.

8:15PM Adjourned regular Board Meeting went into Foundation Meeting:

8:18 PM Adjourned Foundation Meeting back Regular Board Meeting

8:43PM Adjourn Regular Session went into Executive Session – Discussion of Staff Issues

9:22 PM Executive Session Adjourned

12: Board Monitoring Form was filled out by Michael Roy.

13. Announcements

a) BOD – Monday, November 9, 2009

b) PTO – Tuesday, October 20, 2009

Susan Davis
The Board Secretary

Constance R. Meadows
Financial/ Board Secretary