



School District 4084, June 22, 2015 Board Meeting Minutes
Approved August 24, 2015

Mission: *North Shore Community School excels in connecting our students' academics and learning with their natural and social environments in a nurturing community setting.*

Call to order: 6:36 p.m.

Attendance: Chris Butler, Michelle Compton, Linda Johnson, David Nolle, Rick O'Hearn, Kristi Lounsberry, ~~Paul Simonson (excused)~~

Ex officio: Interim Director Barry Wolff

Others: Julie Racchi, Janis Hooey; Amy Giddings; Darcie; Lee; Khris Wells ;

Concerns from audience:

Request made for audience participation in dialog during budget portion of agenda.

Approve agenda: LJ/KL M/S/C

Consent Agenda: MC/KL M/S/C

All items on the Consent Agenda are action items. A single vote for the consent agenda passes all items listed on the agenda. Any director may request an agenda item be pulled for discussion and held for a separate vote. Prior to a vote on the consent agenda, the Chair will open the floor for comment from directors including requests to pull items. Once all items to be pulled have been identified, the Chair will call for a vote on the remaining Consent Agenda items. Discussion and action on items pulled will be managed individually.

Approve meeting minutes: May 26, 2015 MC/KL M/S/C

Finance:

Review Treasurer's Report -Detail

Motion to approve April operating receipts in the amount of \$286,201.50. **MC/KL M/S/C**

Motion to approve April Scrip in the amount of \$6,234.19. **MC/KL M/S/C**

Motion to approve April checks 10725 - 10791 in the amount of \$152,526.72. **MC/KL M/S/C**

Motion to approve April EFT payroll transactions in the amount of \$171,550.51. **MC/KL M/S/C**

Motion to approve April credit card/other in the amount of 1,824.67. **MC/KL M/S/C**

Review of Policies (on schedule)

Policy 417: Chemical Education. Recommendation to table Policy 417 Chemical Education until September 2015. (The personnel committee decided to wait until the attorney reviews NSCS policies.) **MC/KL M/S/C**

Policy 418: Drug-free Workplace. Recommendation to table Policy 418 Drug-free Workplace until September 2015. **MC/KL M/S/C**

Policy 419: Tobacco Free Environment. Recommendation to table Policy 419 Tobacco Free Environment until September 2015. **MC/KL M/S/C**

Policy 414- Recommend no changes to Policy 414 **MC/KL M/S/C**

Policy 432- Recommend no changes to Policy 432 **MC/KL M/S/C**

Review of Policies (off schedule)

Policy 524: Internet Acceptable Use. Recommend no changes to policy 524 Internet Acceptable Use. -- Note typo page 7 **MC/KL M/S/C**

Other

Recommendation from the Food Service Coordinator to approve Food Service of America (FSA) as the food, commodity and milk supplier for the 2015-2016 school year. **MC/KL M/S/C**

Committee updates

Finance

2015-2016 General Budget

Recommendation Approve the 2015-16 General Fund Budget with revenues in the amount of \$3,204,766.00 and expenditures in the amount of \$3,098,795.00 with a net balance of \$105,971.00 and a fund balance of 17.06%.

Administration provided amended draft budget to include 1.5% payout. Would be surplus \$83,456 (16.21% Fund Balance)

Matson: Based upon 340 ADM. Also impacting budget are a number of staffing changes, particularly in administrative structure.. Current 353 with possibility of 356, based upon current indications to attend in fall.

Built on state's 2% increase.

Motion to accept Budget 2016 - Surplus of \$83,456 and includes budget of 1.5% payout: DN/KL

Do we need the 1.5% payout. Can it be written into the base pay?

- Nolle requested to withdraw the motion: Request declined by majority.

Extensive discussion:

Motion to approve 2016 budget: carried 4/1

New business item 1 - Moved forward by unanimous consent:

Admin possible options:

a) pay out all 1.5 w/ deficit

b) not at all

c) portion from surplus, up to surplus.

RO/DN: Motion: Appropriate for a FY15 payout of 1.5%- Extensive discussion: Failed 3/2.

DN/RO: motion to appropriate \$7500 toward payout for FY15. Extensive discussion: Failed: 3/2

2015-2016 Food Service Budget

Motion to approve Food Service Budget for 2015-16 with revenue in the amount of 141,293.00 and expenses of 134,822.81 with a net balance of 6,470.19 and a fund balance of 9.52% . - LJ/KL - Unanimous

2015-2016 Community Service Budget

Kids & Co (break even \$7,368); Play & Learn \$30,545 Revenue; \$29,224 (expense) Net 1321. Will return to positive fund balance. - Includes some chargebacks. DN/MC - No discussion: Unanimous

Curriculum Committee - Did not meet

Personnel Committee- Did not meet

Communications - Did not meet

Executive Committee - Minutes to be added to board book

Will have proposals in unfinished business on this agenda

Began progress on strategic plan

Reviewed vision cards and provided update in meeting packet.

Targeted year-end update to vision and strategic plan

Director's Update

Lakewood Town Board looking for representative for steering committee on trails. Camper has volunteered to represent NSCS on the town committee.

Discussion with Jessica Durbin regarding policy review. Needs more time to research.

Appears to have "quite a bit" of contractual language in our policies. If we want to become truly "at-will" will need some work. Still looking to August report to management/the board.

Enrollment is at 353. Possibly up to 356.

Unfinished business

Review Policy 213

Striking Facilities from 5/18/09 version as amended on 10/24/2011 DN/KL - limited discussion: Unanimous

Review Policy 203 DN/LJ (minor adjustments) Unanimous

Self-Assessments - Chair has received most. Will bring to August meeting.

Vision Card updates - Chair deferred to August

Timeline for Director Evaluation - Executive Committee - full evaluation will be possible after strategic plan in place. Motion to accept EC recommendation: follow timeline in the MBSA Model. KL/LJ - No discussion. UNANIMOUS

Renew Wipfli partnership - Motion to engage WIPFLI, CPAs as independent auditor for FY2015. DN/KL - UNANIMOUS

New business

1.5% pay out to staff (addressed earlier in meeting)

Designate the Identified Official with Authority to authorize user access to all MDE secure websites as Interim Director Barry Wolff MC/LJ - Unanimous

Ideas on how to use the \$300,000 Community Center Funds - Kristi

JUC - Received proposals. Will meet again on June 30 and make recommendation to town board.

Correspondence

Recognition

The next Board meeting will be held: Aug. 24th, 2015 6:30 p.m. in the Library.

Adjourn: LJ/MC - Unanimous.

Information Packet

1. Minutes from May 23, 2015

2. Director's Update

3. Board Committee Reports

Finance (Linda Johnson, board liaison, Rick O'Hearn)

- A. May Journal Entries
 - 1. Were not printed out
 - 2. Nikki will have Barry and Linda to look over and sign before it goes to the board
- B. 2015-2016 General Budget
 - 1. Projected 2015--17, 175.00 Fund Balance 13.17%
 - 2. Projected 2016--105,971.00 Fund Balance 17.06%
 - 3. Motion to approve the 2015-16 General Fund Budget with revenues in the amount of \$3,204,766.00 and expenditures in the amount of \$3,098,795.00 with a net balance of \$105,971.00 and a fund balance of 17.06% (AF, LJ, MC)
- C. 2015-2016 Food Service Budget
 - 1. \$5,000 savings switching to a new company for food and milk
 - 2. Projected 2016-\$6,470.19
 - 3. Motion to approve Food Service Budget for 2015-16 141,293.00 and expenses of 134,822.81 with a net balance of 6,470.19 and a fund balance of 9.52% (BW, KW, MC)
- D. 2015-2016 Community Service Budget
 - 1. Projected 2015—Possible small balance
 - 2. Projected 2016—Negative balance—Barry and Lee will look at to try and balance with Kathy before the June Board Mtg.
 - 3. Motion to table Community Service Budget until the Board mtg. (LJ, BW, MC)
- II. Adjourn at 3:44 pm (LJ, BW, MC)

Communications & Community Affairs (Chris Butler, board liaison)

Curriculum & Staff Development (Michelle Compton, board liaison)

Development (Paul Simonson, board liaison)

Personnel (David Nolle, board liaison)

4. Other Committee Reports

- **Joint Operating Committee** (To be announced, board liaisons)
- **Endowment Board**

