

Exploris Middle School / Board of Directors

Meeting: 2013 July 16, 4PM-6PM at Exploris Middle School

Mission: Exploris is a learning community that engages students in a rigorous, relevant, relationship-based education. This is done through experiential, project-based learning that empowers students to build a connected, just and sustainable world.

Attendees:

Liz Baird
 Summer Clayton
 Kathleen Evans
 Sean Gargan (Chair)
 Kendall Hageman
 Shannon Hardy (observing)
 Susan Johnston
 Barrett Koster (Secretary)
 Bob Whitehead

Absent:

Wes Moore (intern)
 Rachael Lambert (intern)
 Anne Franklin

Proceedings ...

Call to order	4:10 PM
Swearing in of new Chair.	Sean Gargan took the helm from Liz.
Agenda	approved
Minutes from 2013 Jun 18	approved. <i>This</i> format was recommended. Edits are to be made at the next meeting, not off-line.
Review of Board Officers roles and responsibilities	Chair - calls and runs Board meetings. Sean. Vice Chair - for when Chair can't. Susan agreed to be it. Treasurer - Kathleen will continue, for continuity. Secretary - Barrett is it for now, may revise this choice next meeting with Committee assignments.
Board structures, new members, calendar, committees and reports	<ul style="list-style-type: none"> • Secretary should issues minutes within a week of a meeting. • Sec. should also publish a yearly calendar of Board meetings. • New schedule: 3rd Tuesdays from 4:30PM to 6:00PM. • New standing item: 5 minute teachers' rep. report. • Board members to take school tour in September (as we can). • Open Board member position. Skills needed : grant writing (and fund raising), financial planning, communications and marketing (from survey). • Note: this is a <i>working</i> Board, that's what we need most. Bob to draft new call; as the school year begins we'll troll among the parents for a hard-worker. • Committee structure needs to be aligned with Strategic Plan. We'll do that next time.

<p>Action Item: Approve new Hires:</p> <ul style="list-style-type: none"> • Sharon Cuffe -- EC • Mark Congdon – EC • Loren Kent - 6th grade Communications 	<p>Motion to approve - KE, 2nd - BK, approved unanimously.</p>
<p>Discussion of job sharing</p>	<p>Sonya and Andrea want to share their jobs. The Board generally considers this within the purview of the Director, under hiring logistics.</p>
<p>Treasurer's report</p>	<p>June financial statements are not ready as the accountant is waiting on some year-end invoices. Researching items in the General Ledger is challenging because expenses can be split between federal, state and local account codes. Summer and Kathleen are making headway in their research and have identified items that were over-budgeted in 2013. EMS will have a bigger surplus than anticipated due to over-budgeted items and some other factors. A revised 2014 budget will be presented at the August meeting and the board may be asked to revisit teacher salaries. There has also been a request from a teacher for exploration of the State Teacher's retirement system. Kathleen will gather facts to present to the board. Also discussed was the fact that Acadia has changed items on the budget during the year. For 2014 we will request that the original budget always be presented and any revisions to the budget be shown in a separate column labeled "revised budget".</p>
<p>Strategic Plan (SP)</p> <ul style="list-style-type: none"> • Presentation of final version • Discussion of Next Steps and Logistics 	<ul style="list-style-type: none"> • Shannon is working on the expansion application. • Kathleen and Summer will generate approximate final K-8 budget, the target at the end of the SP. • Susan will look into getting us pre-approved for loan. • SP Academic Excellence committee to merge with Board Academic committee. • Idea for how to get time for the extra work load: Summer to step up to run the SP; teachers to step up to do the academic leadership falling off the bottom of Summer's list; we can hire some teacher-assistants to do the routine stuff that will fall off the bottom of the teachers' lists.
<p>Adjournment and next meeting</p>	<p>Meeting adjourned at 6PM. Next meeting Tuesday 2013 Aug 20 4:30 PM at Exploris Middle School.</p>