

**Green Isle Community School**  
**Board of Directors' Meeting**  
**Held in the Cafeteria of GICS**  
**Tuesday, November 27<sup>th</sup>, 2018 5:00 pm**

**Board Members Present:** Nick Pollack, Jackie Larson, Shelly King, Colleen Zeiher, Tami Wentzlaff, Holly Harjes, and Lindsay Paschke

**Board Members Absent:** None

**Others Present:** Brandy Barrett – GICS Director, James Evans and Josh Mahlen – Stenmark Accounting

**Others Absent:** None

**AGENDA**

- 1.0 Call to order at 5:05 by Chairman Pollack
- 2.0 Recognition of Visitors - None
- 3.0 Approval of agenda – Adding 11.7 Harjes Questions, 11.8 Daycare, and 11.9 City Council meeting/EDA Meeting. Motion to approve by Zeiher, 2<sup>nd</sup> by Larson, All in favor.
- 4.0 Conflict of Interest - None
- 5.0 Approval of October Minutes – Motion to approve by Wentzlaff, 2<sup>nd</sup> by King, All in favor.
- 6.0 Financial Reports – Motion to approve by Zeiher, 2<sup>nd</sup> by King, All in favor.
  - 6.1 Financial Statements
    - October Revenue: \$61,198.70
    - October Expenses: \$64,311.85
    - October Cash Balance: \$30,060
- 7.0 Public Comment - None
- 8.0 Committee Reports
  - 8.1 Board – Facilities Committee Report – Ordered Treads for slippery steps
  - 8.2 Board – Finance Committee Report – met at 4:30 today
  - 8.3 Board – Grant Committee Report - None
  - 8.4 Board – Marketing Committee Report - None
  - 8.5 Board – Policy Committee Report – met at 4:00 today
  - 8.6 Board – Technology Committee Report - None
  - 8.7 Board – Wellness Committee Report - looking at other water options for staff
- 9.0 Director's Report
  - 9.1 Highlights from last 2 months – quick review of September as Brandy covered this at October meeting, but the Directors Report was not included in Board Packet
    - October Report
      - 2 tours and 2 infants started
      - New family started 3<sup>rd</sup> and 5<sup>th</sup> grade
      - JMC has been updated and report cards are being loaded

- Veteran's Day Field Trip was very good
- Parent/Teacher conferences took place in Nov.
- Book Author came and talked to school
- Elder's lunch, Family Fun Night, FT to Good Sam's took place

#### 10.0 Old or Unfinished Business

- 10.1 Staffing update – still in need of an Infant Teacher
- 10.2 18-19 Staff Coverage – Reviewed hand out of all teachers schedules throughout the day
- 10.3 Board Workshop: School Finance - *The various aspects of school finance* – Training completed by all Board Members

#### 11.0 New Business

- 11.1 Before/After school pricing - Tabled to Special Meeting on 12/11/18
- 11.2 Director mileage – Mileage to and from Sam's club for School food/snacks should be submitted for reimbursement. Motion by Zeiher, 2<sup>nd</sup> by Harjes, All in favor
- 11.3 Director hours (non-school days) – board will re-review contract and revisit this at the December board meeting.
- 11.4 Updated Job Description – Office manager job description updated. Motion by Zeiher, 2<sup>nd</sup> by King, All in favor.
- 11.5 Board In-Service: M/V/F - *The mission, vision & focus of GICS, why it is the way it is, how can we all help maintain it...*- Tabled to December Board Meeting.
- 11.6 Policy:
  - 1<sup>st</sup> Reading 406 Public Personnel Data – Motion by Larson, 2<sup>nd</sup> by Paschke, All in favor
  - 1<sup>st</sup> Reading 418 Drug Free Workspace - Motion by Larson, 2<sup>nd</sup> by Paschke, All in favor
  - 1<sup>st</sup> Reading 419 Tobacco Free Environment - Motion by Larson, 2<sup>nd</sup> by Paschke, All in favor
  - 1<sup>st</sup> Reading 420 Students Employees with sexually transmitted - Motion by Larson, 2<sup>nd</sup> by Paschke, All in favor
  - 1<sup>st</sup> Reading 421 Prorated Insurance - Motion by Larson, 2<sup>nd</sup> by Paschke, All in favor
  - 2<sup>nd</sup> Reading Governance - Motion by Larson, 2<sup>nd</sup> by Paschke, All in favor
- 11.7 Harjes Questions
  - Lions would like to sponsor a Liberty Day Program for the 6<sup>th</sup> graders. Holly will work with Mr. Wurm to coordinate.

-Board Training – Holly will reach out to VOA to see if training is necessary based on experience hours.

11.8 Daycare – Stenmark will gather financial numbers on cost vs. expense by classroom and the cost of equipment purchased to open daycare. Board will hold a special meeting to review on 12/11/2018 at 5:30 pm

11.9 City Council Meetings/EDA Meeting – Board members will attend the next EDA meeting and board members will rotate attendance at the City Council Meetings. Adding 8.8 under Committee Reports to the Board Agenda going forward to give a recap of any meetings attended.

12.0 Adjournment at 6:47 pm. Motion by Wentzlaff, 2<sup>nd</sup> by Zeiher, All in favor.

**Approval of minutes:** \_\_\_\_\_  
**Board Chair** **Clerk**

**Date:** \_\_\_\_\_