

BOARD OF TRUSTEES DISCUSSION AND VOTING MEETING AGENDA

February 14, 2023

DATE: February 14, 2023 TIME: 7:00 PM

LOCATION: Spectrum Charter School- virtual via Google Meet

CEO: Dr. Matthew Erickson

**DISCUSSION/VOTING AGENDA ITEMS**

1. **Call to order:**
2. [Pledge of Allegiance](https://docs.google.com/presentation/d/1SN9Qqhviqr1qN0vdLI1ImPSyoTezCWzXiNOZRf45h4M/edit?usp=sharing)
3. **Roll call:**

Approval to accept the [January 10, 2023](https://drive.google.com/file/d/1jnWNScCVeaFc0f0mRO0Pt3TNtfMsmlg-/view?usp=sharing) Board of Trustee Meeting Minutes as presented. The Board Met in Executive Session on the following date: February 14, 2023

1. **Public Comments on Agenda Items:**
2. **CEO/Principal Report:**
   1. Celebrating Black History Month
   2. Movie Night
   3. Club Activities (Fine Arts, Culinary, Technology, Newspaper)
   4. Apparel Sales to benefit Student Activities: <https://spectrumcharter.qbstores.com/home>
   5. Strategic Planning
   6. Access Billing
   7. Enrollment Status
   8. I-heart Radio - Advertising

**VI. Personnel Committee Agenda Items:**

1. Change of [contract](https://drive.google.com/file/d/1HoKHbYTEsqiclk4DdYmOJHM775PKCM5x/view?usp=sharing) for Becky Smail, paraprofessional
2. Replacement of one paraprofessional - Start Date: 2/27/23

**VII. Policy Committee Agenda Items:**

1. AIU [Notice of Adoption of Policies, Procedures](https://drive.google.com/file/d/1v_89DPzng6WCNMcToE3LgmgAPJzKkRYD/view?usp=sharing), and [Use of Funds](https://drive.google.com/file/d/1tYq13VsK9zal43bp1It1JUpaRigSy1I3/view?usp=sharing)
2. Board Action

**VIII. Finance Committee Agenda Items:**

1. Monthly Financial Reports:
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     2. [YTD Activity](https://drive.google.com/file/d/1ubFshYmZ7DJy7Y0r2q3YjQfyxCs5lH4Q/view?usp=share_link)
     3. [Tuition aging report](https://drive.google.com/file/d/1AIndV0fNINxhbB6Cv_pXEERM8qJ9ypib/view?usp=share_link)
     4. [Expense Report](https://drive.google.com/file/d/1rBgHd4FP5dGT61LnVLj_ZfpbZEfgFzpV/view?usp=share_link)
     5. [Budget Vs. Actual](https://drive.google.com/file/d/1Jd0jBn0ko5NaVoQuuuN9xC17FqVlwI1o/view?usp=share_link)
     6. [Cash Flow](https://drive.google.com/file/d/1bPeLaECgAoj6MYVPNnxrnFNxbwaFtlDE/view?usp=share_link)

B. Monthly purchase review:

1. [Amazon orders](https://drive.google.com/file/d/1RHu2AozMDivMyEXaIGm4S1Xl4cMGGxm3/view?usp=sharing)
2. [Visa Bill](https://drive.google.com/file/d/1vh6BLtPKYlbzUOpxf0WAW9-CvxmZmU50/view?usp=sharing)

C. Board Action: Approval to pay bills due through March

**IX. Fundraising/Grants Committee Agenda Items:**

1. Apparel Sales <https://spectrumcharter.qbstores.com/OC/SF23206>
2. Raise Right [www.raiseright.com](http://www.raiseright.com)

**X. Facilities Report**

1. Update on PCCD grant
2. Update on PA Coalition Grant
3. Website Update/Demonstration: <https://testing2.o2dca.com/>
4. Architecture Firm Contacts
   1. VEBH Architects is now DRAW Collective. <https://www.drawcollective.com/>
   2. CORE Architects <https://www.corepgh.com/>
   3. Foreman Group <https://www.foremangroup.com/>
   4. Eckles <https://www.ecklesconstructionservices.com/>
   5. IKM Architecture <https://ikminc.com/sector/k-12/>
5. Update on carpet, pipes, furniture
   1. Motion to approve the [quote](https://drive.google.com/file/d/1qD3FtM-29loBXNzK4nJnG3ZjGWVrr387/view?usp=sharing) for moving expenses from Weleski Transfer Inc.
   2. Motion to approve the [quote](https://drive.google.com/file/d/1qmXTDvev1brxYrWJ9w_HHol7qeqDt9_V/view?usp=sharing) for disassembly and reassembly of office furniture.
   3. Motion to approve the [quote](https://drive.google.com/file/d/1sLERPchIPebxgZZvwWiK4Q9isf_C5lwy/view?usp=sharing) for additional carpeting in the bottom level
   4. Motion to approve the [labor cost](https://drive.google.com/file/d/1ydfUL33FTjW2IRP_ID1G9OlHVM8kcVAI/view?usp=sharing) for repairing pipes
6. Development of a Maintenance Schedule for Facilities
7. Food Services - Posting for position for 23-24

**XI. Public Comments on non-Agenda Items:**

**XII. Announcements:**

**XIII. Next Meeting: March 14, 2023; 7:00 pm; Spectrum Charter School & Google Meet**

**XIV. Motion to Adjourn:**