

- I. **Call to order:** Meeting called to order at 7:01pm
- II. [Pledge of Allegiance](#)
- III. **Roll call:**
 - A. **Board Members:** Ellen Szczerba, Dorice Tharp, Barbara Bain, Arlene Wheat, Tammy Goda, Michele Gutman, Dr. Jonathon Duvall
 - B. **Administration:** Matt Erickson, John Zahorchak
 - C. **Public:** Peter Vancheri
- IV. Approval to accept the [November 21, 2023](#) Board of Trustee Meeting Minutes as presented. Board met in Executive Session on December 19, 2023 to discuss personal and student matters.
 - A. Board Approval of minutes - Moved by Arlene Wheat, second by Barb Bain; all approve
- V. **Public Comments on Agenda Items:** none
- VI. **CEO/Principal Report:**
 - A. Semi-formal event - dress up event with a DJ
 - B. Student Council Update- Student Council is very active including events such as a snack bar after lunch
 - C. Congratulations Larson! - recognized by State Representative Brandon J. Markosek at Forbes Technical for presentation on Cyber Security
 - D. Toys for Tikes - successfully collected and dropped off a large number of toys
 - E. Current Enrollment - 53/54 students - holding strong
 - F. Thank you to the Board for all the support provided throughout the year
- VII. **Election of Board of Trustees and Officers**
 - A. School Board
 1. Nomination of Trustees (3 year term)
 - a) Michele Gutman
 - b) Barb Bain
 - c) Board Action: Dorice Tharp moved / Tammy Goda second; all approve
 2. Nomination of Officers (1 year term)
 - a) President: Ellen Szczerba
 - b) Vice President: Michele Gutman
 - c) Secretary: Dorice Tharp
 - d) Treasurer: Tammy Goda
 - e) Board Action: Jonathan Duvall moved / Arlene Wheat second; all approve
 - B. All roles are assumed as of the end of this meeting
- VIII. Foundation
 - A. The School Board selected members for the Foundation that had been previously approved in the August 2023 general meeting.
 - B. The School Board acknowledged that a separate Board is needed for the Foundation, but members could be selected from the existing School Board.
 - C. Annual meeting of Foundation has to be held before July 1, 2024

D. Foundation By-laws indicate that Board Member terms are to be staggered in length, so first term durations were selected randomly (shown below)

E. Nomination of Trustees

1. Michele Gutman - term is 2 years
2. Ellen Szczerba - term is 2 years
3. Dorice Tharp - term is 1 year
4. Barb Bain - term is 3 years
5. Tammy Goda - term is 1 year
6. Arleen Wheat - term is 1 year
7. Jonathan Duvall - term is 3 years
8. Board Action: Michele Gutman moves / Dorice Tharp seconds; all approve

F. Nomination of Officers (1 year as officer)

1. President: Michele Gutman
2. Vice President: Ellen Szczerba
3. Secretary: Arleen Wheat
4. Treasurer: Jonathan Duvall
5. Board Action: Barb Bain moves / Tammy Goda seconds; all approve

IX. VII. Personnel Committee Agenda Items:

X. Employment of [Stephen Fishman](#) effective December 14, 2023 as a Physical Education/Health teacher

1. Board Action: Tammy Goda moves / Barb Bain seconds; all approve

XI. Academic Committee Agenda Items:

A. Curriculum Update/[Proposal](#)

1. Recommendation to have other school staff members assist with development of curriculum
2. Matt to check with Joshua on how agreement is to be framed with participants - consider tying compensation to listed milestones
3. Due date for completion should be set to the beginning of the next school year
4. Board would like to see bi-monthly (every other month) updates on progress of the curriculum
5. Dorice Tharp moves to accept the proposal dependent on inclusion of bullets above / Michele Gutman seconds; all approve

XII. Finance Committee Agenda Items:

A. Monthly Financial Reports:

1. Monthly Financial Reports:
2. [Monthly Activity](#)
3. [Expense Report](#)
4. [Budget Vs. Actual](#)
5. [Cash Flow](#)

B. Monthly purchase review:

1. [Amazon orders](#)
2. [Visa Bill](#)

C. Approval to pay bills due through January - Board Action: Dorice Tharp moves / Barb Bain seconds and all approve

- XIII. Review of [Draft Annual Financial Statements](#) and [990 Form](#) -Peter Vancheri
 - A. Monthly reporting is on a Modified Accrual Basis and these exhibits are on Full Accrual Basis
 - B. No issues, questions or concerns for the Draft Annual Financial Statements
 - C. Nothing significantly different from last year on Form 990, but request to check the enrollment figures and clarification on listing of salary for CEO - Peter to work directly with Matt and John Zahorchak
 - D. We have until May 15 2024 to file, but would like to have it done as soon as possible (extension to the original Nov 2023 date)

- XIV. **X. Fundraising/Grants Committee Agenda Items:**
 - A. January 17th - [Max & Erma's event Fundraiser](#)
 - 1. Distribute to as many friends and family as you can to encourage participation
 - 2. School will receive 20% of the bill (excluding taxes and alcohol)

- XV. **Facilities Report - No Report**
- XVI. **Policy**
 - A. Revision of [Abuse Policy](#)
 - 1. Board Action: Barb Bain approves / Tammy Goda seconds and all approve

- XVII. **Public Comments on non-Agenda Items:** none
- XVIII. **Announcements:**
 - A. Break starts Dec 22 to Jan 2 2024;
 - B. Dollar Bank dinner last night;
 - C. The School Staff Christmas party was held at Dad's Pub & Grub and we thank them for their hospitality

- XIX. **Next Meeting: January 16, 2024; 7:00 pm; Spectrum Charter School & Google Meet**

- XX. **Motion to Adjourn:** Michele Gutman at 8:17pm