

- I. **Call to order: 7:02pm**
[Pledge of Allegiance](#)
- II. **Roll call:**
 - a. **Board Members:** In Person: Ellen Szczerba, Michele Gutman, Remote: Dorice Tharp, Arlene Wheat, Tammy Goda, Barbara Bain, Absent: Dr. Jonathon Duvall
 - b. **Administration:** In Person: Matt Erickson, Remote: John Zahorchak
 - c. **Public:** none
- III. Approval to accept the [December 19, 2023](#) Board of Trustee Meeting Minutes as presented. Board met in Executive Session on January 16, 2024 to discuss personal and student matters.
 - a. Board Action: Michele Gutman moves / Tammy Goda seconds and all approve
- IV. **Public Comments on Agenda Items:** none
- V. **CEO/Principal Report:**
 - a. Semi-formal event - to be held on Jan 19th
 - b. Max & Erma's Fundraiser event - 1/17/24
 - c. Current Enrollment - full enrollment (55)
- VI. **Personnel Committee Agenda Items:**
 - a. No report
- VII. **Academic Committee Agenda Items:**
 - a. Curriculum Update - School committee met twice and assignments have been handed out to additional committee members
- VIII. **Finance Committee Agenda Items:**
 - a. Monthly Financial Reports:
 - i. Monthly Financial Reports:
 - ii. [Monthly Activity](#)
 - iii. [Expense Report](#)
 - iv. [Budget Vs. Actual](#)
 - v. [Cash Flow](#)
 - b. Monthly purchase review:
 - i. [Amazon orders](#)
 - ii. [Visa Bill](#)
 - c. Approval to pay bills due through February
 - i. Board Action: Michele Gutman moves / Barb Bain seconds and all approve
 - d. [Final Annual Financial Statements](#) and 990 Form
 - i. John Zahorchak to work with Peter Venturi to remove password protection and make available to the Board and the public)
 - e. Approval to remove Dorice Tharp and add Tammy Goda as a signer to Spectrum Charter School's PNC and Dollar Bank accounts
 - i. Board Action: Michele Gutman moves / Barb Bain seconds - all approve
- IX. **Fundraising/Grants Committee Agenda Items:**

- a. January 17th - [Max & Erma's event Fundraiser](#)
 - b. Foundation Update - the foundation will have its own EIN; paperwork is in progress
- X. **Facilities Report**
- a. Window Update - Collecting quotes for replacement of the bottom level windows and safety film for the entry way
 - b. Installing access points within the building for WiFi
- XI. **Public Comments on non-Agenda Items:** none
- XII. **Announcements:**
- a. Dance on Friday
 - b. School is delayed tomorrow
- XIII. **Next Meeting: February 20, 2024; 7:00 pm; Spectrum Charter School & Google Meet**
- XIV. **Motion to Adjourn:** Barb Bain moves to adjourn at 7:36pm