

DATE: March 19, 2024 TIME: 7:00 PM  
LOCATION: Spectrum Charter School and virtual via Google Meet  
CEO: Dr. Matthew Erickson

## DISCUSSION/VOTING AGENDA ITEMS

### 1. Call to order: 7:02pm

#### [Pledge of Allegiance](#)

#### 1. Roll call:

**Board Members:** In Person: Ellen Szczerba, Michele Gutman, Dorice Tharp, Dr. Jonathon Duvall; Remote: , Tammy Goda, Barbara Bain; Absent: Arlene Wheat

**Administration:** In Person: Matt Erickson

**Public:** None

1. Approval to accept the [February 20, 2024](#) Board of Trustee Meeting Minutes as presented. Board met in Executive Session on March 19, 2024 to discuss personal and student matters.

1. Michele Gutman moves to accept, Tammy Goda seconds, all approve

### 1. Public Comments on Agenda Items: None

#### 1. CEO/Principal Report:

Upcoming Events -

April - Autism Acceptance Month

Talent Show - April 5 2024

Treat Wednesdays

Spirit Week

Day of Silence - April 12, 2024

Door Decorating Contest (judged by Board during Talent show)

Lego Assembly

May

Prom - May 11, 2024 (Galaxy is the theme)

Carnival - May 17, 2024

Graduation - May 24, 2024

Student Council ran a Penny Wars Fundraiser - raised money for the Prom

Parent Booster - we are so appreciative and grateful for their support!!

14 members

Very active with volunteering to provide refreshments and chaperoning at events

Additional volunteers offered -

Baked goods for the talent show

Make and serve the meal for prom (students prefer hamburgers and chicken fingers!)

Make cupcakes for the prom  
Help with carnival booths  
Women's History Month - events are planned  
Current Enrollment - 53 (13 leaving and 58 planning to start in fall)  
Curriculum Update - Math ELA and Science are started - ELA and History are nearly complete Math at 50% and Science at 20%; all on track for the start of the new year in the fall  
Discussion to increase posting on the FB pages and to encourage Parent Boosters to share

**VI. Personnel Committee Agenda Items:**

Motion to hire [Stephanie Gresh](#), Behavior Specialist for the remainder of the 2023-2024 academic year.

Motion to approve (pending minor corrections to contract) made by Barb Bain; Dorice Tharp seconds; all approve

Motion to approve a [transportation agreement](#) for staff drivers

Motion to approve made by Barb Bain; Tammy Goda seconds; all approve

Motion to approve the [agreement](#) with KeySolution Staffing for transportation

Motion to approve made by Barb Bain; Tammy Goda seconds; all approve

Motion to approve a [related services agreement](#) with River Therapies for the 2024-2025 academic year

Motion to approve (pending minor corrections to agreement) made by Michel Gutman; Jonathan Duvall seconds; all approve

Motion to approve the [Business Manager agreement](#) with KeySolution Staffing for the 2024-2025 academic year

Strike this item as no longer relevant

Motion to approve the [Facilities Consultant agreement](#) with KeySolution Staffing for the 2024-2025 academic year

Motion to approve agreement made by Dorice Tharp; Michelle Gutman seconds; all approve

**VII. Academic Committee Agenda Items:**

Motion to revise the Tuition Agreement with CCAC

Tabled pending additional information

**VIII. Policy Committee Agenda Items:**

Motion to approve the [2024-2028 Strategic Plan](#)

Motion to approve (pending typographical corrections) made by Barb Bain, Dorice Tharp seconds; all approve

**IX. Finance Committee Agenda Items:**

Monthly Financial Reports:

[Monthly Activity](#)

[Expense Report](#)

[Budget Vs. Actual](#)

[Cash Flow](#)

- B. Monthly purchase review:

[Amazon orders](#)

[Visa Bill](#)

- C. Agreement to discontinue participation in ACCESS program was confirmed  
Reason is that the amount received did not equal the amount paid to participate
1. Clarification on posting of 2 negative amounts as follows  
02/28/2024 Tax Payment IRS Tax Payment for Period: 02/21/2024-02/23/2024 R -5,792.79  
Federal Taxes (941/943/944) -5,792.79
  1. Motion to approve to pay bills due through April made by Michele Gutman, Dr. Duvall seconds and all approve

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

1. Foundation Update
  1. Non-profit status still pending approval

**XI. Facilities Report**

1. Sonitrol Update
  1. Sonitrol has been in this week to assess and next week to install the 'buzz' system
  2. Determined that the phone system is out of date and offered an alternative to replacing the entire system that is less expensive - recommend the alternative
2. Cleaning Services
  1. Experiencing issues with delivery of services from the service
  2. Have attempted to work with them to address issues, but minimal participation from them
  3. Suggesting to look around for other companies
3. Replacement of the bottom level windows and safety film for the entry way
  1. Company that provided quote did not provide a block window option so looking for other companies that do this
  2. Film would be included in the quotes
4. Access points within the building for WiFi
  1. Access points have been added to the bottom floor in the back

**XII. Public Comments on non-Agenda Items: none**

**XIII. Announcements:**

1. Solar Eclipse
  1. April 8 solar eclipse will occur the same time as the kids will be getting on or on the bus with totality very close to the time students would exit for the day
  2. Issue is that we have only 2 flexible instruction days left;
  3. Matt recommends using a flexible instruction day which leaves a balance of 1 flexible instruction day
  4. If we need to use that we would revert to 'snow day' which would need to be made up at the end of the year

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5. Board agrees to recommendation to use a flexible instruction day for April 8 and Matt will send an email to staff and families (teachers given option to work from home)
2. Motion to move June Board Meeting date to June 20 2024 in order to give 30 day viewing time for budget made by Michele Gutman, Dorice Tharp seconds; all approve

**XIV. Next Meeting: April 16, 2024; 7:00 pm; Spectrum Charter School & Google Meet**

**XV. Motion to Adjourn: Dorice Tharp moves @ 7:55pm**