

BOARD OF TRUSTEES DISCUSSION AND VOTING MEETING AGENDA

December 17, 2024

DATE: December 17, 2024 TIME: 7:00 PM

LOCATION: Virtual via Google Meet/SCS

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 [November 19, 2024](https://drive.google.com/file/d/1PHaZyBbXyOdT0B0ABAkQ8FHV8Moe3Cfe/view?usp=sharing) Board of Trustee Meeting Minutes as presented. The Board met in Executive Session on December 17, 2024.

1. **Public Comments on Agenda Items:**
2. **CEO/Principal Report:**
   1. Highlights
      1. Holiday Season Events
         1. Toy Drive
         2. Holiday Donations
         3. Family Trivia Night
      2. Thank you - Giving Tuesday
   2. Current Enrollment
3. **Election of Board of Trustees and Officers** 
   1. Nomination of Officers
      * 1. President: Ellen Szczerba
        2. Vice President: Michele Gutman
        3. Secretary: Dorice Tharp
        4. Treasurer: Tammy Goda

1. Board Action:

**VII. Personnel Committee Agenda Items:**

1. Motion to hire [Victoria Lyon](https://drive.google.com/file/d/1GRyOqJwGatw-0lX5HPQJDetf-wtxHJ41/view?usp=sharing), paraprofessional for the 2024-2025 academic year
2. Motion to accept the resignation of Dondrea Blackwell effective 1/6/2024

**VIII. Academic Committee Agenda Items:**

1. None

**IX. Policy Committee Agenda Items:**

1. Informational Item: Comprehensive Planning Team Meeting Update

**X. Committee Reports**

1. Finance/Facilities (Dorice/Tammy)
2. Academics/Curriculum (Arleen/Barb)
3. Personnel/Student Services (Michele/Ellen)
4. Grants/Fundraising (Jonathan/Ellen)

**XI. Finance Committee Agenda Items:**

1. Monthly Financial Reports:
   * 1. [Statement of Activity](https://drive.google.com/file/d/1AUy87DMBk0bVSDIDsOkOA5EzcHQxa17y/view?usp=sharing)
     2. [Expense Report](https://drive.google.com/file/d/1CM9Lxea7vuI8mPWwoU9SdgJX0May6YRp/view?usp=sharing)
     3. [Budget Vs. Actual](https://drive.google.com/file/d/1QIiYwdXv2r9WJuxpam_CrrjXuISwpEz9/view?usp=sharing)
     4. [Cash Flow](https://drive.google.com/file/d/15EUXQIKn0qG-p2AZwR7yPtkj_UJajRG5/view?usp=sharing)

B. Monthly purchase review:

1. [Amazon orders](https://drive.google.com/file/d/1zEfdS8BeQ67pgBYozbrgWXdc6StweIO8/view?usp=sharing)
2. [Visa](https://drive.google.com/file/d/1JRRFL9pH0nBGVVPVRD_EsLiM2FchZwBP/view?usp=sharing) & [Mastercard Bills](https://drive.google.com/file/d/1npSWuAZ-xiX-M7wjn6jxC_80DerhZkjg/view?usp=sharing)

C. Approval to pay bills due through January

Board Action:

D. Review of [Draft Annual Financial Statements](https://drive.google.com/file/d/1J81sCvYL2S4NFPl4YgxUJuE_GtqjaLx-/view?usp=sharing) and [990 Form](https://drive.google.com/file/d/1vxWd2mKjgc5Y0PFFVA5YhJOso44RxGl6/view?usp=sharing) -Peter Vancheri

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

1. Giving Tuesday update
2. Foundation Update

**XIII. Facilities Report**

A. Project Updates

B. Motion to approve [Food Service Agreement](https://drive.google.com/file/d/1z8xI1DeBBbhYYIzClO71jblmu0qSRnGd/view?usp=sharing) with Nutrition, Inc.

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

**XV. Announcements:**

1. Family Trivia Night - January 7, 2025

**XVI. Next Meeting: January 21, 2024; 7:00 pm; Spectrum Charter School & Google Meet**

**XVII. Motion to Adjourn:**