

Board of Trustees Voting Meeting Minutes June 15, 2017, 6:30 PM

Attendance:

- Board Attendees: Kent Smith President, Eva Swymelar Vice President, Kent Wenger -Treasurer, Daniel Rufo - Secretary, Anthony Bragoli, Kathleen Drennan, Shawn Glick, Monica Reynolds, Martha Stephens, Peggy LaGarde, Minal Kapasi, Michael Gahr,
- School Attendees: Gina Guarino-Buli, Christine Herman, Michelle Boyd, Harold Smith, Craig Gibson, Carol Schaeffer, Diane Hope, David Cosme Jr.
- Public Attendees: None
- Not Present: None

Meeting:

- 1. Kent Smith called the meeting to order at 6:30PM
- 2. Opening statements
 - a. None
- 3. Review & accept minutes from, May 18, 2017 voting meeting.
 - a. A. Bragoli made a motion to accept the minutes and K. Drennan seconded. The motion was approved.
- 4. Update from Student Representatives, (5 minutes)
 - a. None
- 5. Committees Meeting updates—Committee Chairs
 - a. Finance Committee Kent Wenger, (5 minutes)
 - i. Budget for approval
 - ii. K. Wenger moved to accept 2017-2018 Budget and A. Bragoli seconded. The motion passed.
 - b. Curriculum Committee Dan Rufo, (5 minutes)
 - i. Reading program is set for training tomorrow
 - ii. One to One underway Handbook and Policies are being written
 - c. Development Committee Dan Rufo, (5 minutes)
 - i. Calendar set for fundraisers
 - ii. New grant process in place More systematic way of teams/teachers to apply for grants.
 - iii. Look into combined efforts for the 20th Reunion (2019) to include other community organizations
 - d. HR Committee Kathleen Drennan
 - i. CEO Evaluation
 - 1. Compared multiple evaluations from other companies and organizations
 - 2. Aligned with CEO Job descriptions
 - 3. Utilize tool next year as a pilot and make adjustments.

- 4. August Board meeting finalized eval will be voted on to show agreement of committee's focus and measurable outcomes.
- e. Strategic Planning Committee will be officially established at August Meeting and Chairperson will be formed.
- 6. Business Manager's report Carol Schaeffer (5 minutes)
 - a. Approve Business Manager's monthly report
 - i. A. Bragoli made a motion to accept the report and M. Stevens seconded. The motion was approved.
 - b. Carol provided the board with information on current status of finances.
 - i. M. Stevens made a motion to convert existing money market fund into a restricted fund for Capital Improvements and A. Bragoli seconded. The motion passed.
 - ii. M. Stevens made a motion to transfer \$2 million from current Business Checking into the restricted fund and A. Bragoli seconded. The motion passed.
 - iii. M. Stevens made a motion to authorize Carol to research investment options for restricted account and report at August Meeting and A. Bragoli seconded. The motion passed.
- 7. CEO's report 5 minutes
 - a. Staff roster Looking for one HS Science and numerous LTS.
 - i. A. Bragoli made a motion to accept the Staff Roster and M. Gahr seconded. The motion was approved.
- 8. Principals' reports, (5 minutes each)
 - a. Christine Herman
 - i. EOY was very busy and exciting
 - ii. Talent Show, Art Show, Therapy Dogs
 - iii. Room assignments and handbook changes up for the summer
 - b. Michelle Boyd
 - i. Lot of EOY Celebrations, Prom, Post-Prom.
 - ii. Handbook and schedules will be worked on over the summer
 - c. Harold Smith
 - i. None
- 9. Old Business
 - a. Update on Building and Grounds Issues Kent Smith/Diane Hope
 - i. Plan for plan re-submission to Borough to address Borough Engineer's comments.
 - Accepting revised parking stop requirement for parking area
 - Street Vacation still requires minor revisions between Borough and Franklin Commons Condo Association, (FCCA)
 - Borough request for Dewey St entrance to be modified or made oneway is unresolved and may delay projects - FCCA
 - ii. Lots 4 & 6 site work preparation may need 3 weeks following permit issue to get on Contractor's schedule

- 10. New Business
 - a. None
- 11. Public Comment
 - a. none
- 12. A. Bragoli made a motion to adjourn the meeting and M. Stevens seconded. a. The Meeting was adjourned at 7:30PM
- 13. Executive Session was not needed
- 14. Respectfully submitted by Dan Rufo, Secretary