

James Madison Charter Academy
MINUTES of the Board of Directors
July 27, 2009

- Call to Order** Mrs. McNelly, Board of Director's President, called the meeting to order at 7:17 PM.
- Pledge to Flag** Pledge of Allegiance
- Roll Call** Board of Directors Members Present:
Mrs. Kathy McNelly, Mrs. Vernell Murphy, and Mrs. Lynn Eischens. Absent members were Mr. Larry Marcus and Mrs. Deborah Moses. Also present were Dr. Anne Shearer-Shineman, JMCA Principal, and Mrs. Donna Smith, Administrations Manager.
- Approval of Agenda** Motion by Mrs. Murphy to approve agenda for July 2009 BOD meeting. Second by Mrs. Eischens. All aye.
- Committee Reports** Principal's Report: Dr. S. Staff returned today, planning has started for the year. Back to School night is being changed. New families will attend separately from returning families to be able to spend more time on orientation. An additional night in the fall will be added to combine curriculum and back to school night for everyone. Returning families can attend either Thursday night, the 27th, or Friday morning, the 28th. This information was sent to families last week, along with BOD election info. Teachers will start calling their students tomorrow to introduce themselves. The waitlist people are also being called to schedule assessment and to prep for their possible entry into JMCA. Ten names were added just today to the waitlist. The staff is planning a get-together time for the school and the community later next month for a picnic and to work on the grounds. Fund-raising has not started yet, but a list was compiled last spring by the staff. The staff will re-visit that and check on contact names and numbers, and time-frames. There has been no word from PTO. BAAC will probably start meeting in August, and they will be looking for new members. Classrooms have been moved around, so that the back wing is all storage, and will save on utilities. The new special education teacher will start today from the district. There will also be a new school psychologist this year. The CSAP scores will not be released until August 7 this year.
- Financial Report: June financials are attached. We did end the year in the black and successfully paid the district our debt. The final June numbers will change a bit, due to bills being paid in July

that need to be included in June's budget. The final budget should be done in September for the school year 2008-2009. The budget for the school year 2009-2010 will be adjusted when the October count is done. Question was asked if the lease payment will remain the same for the upcoming year. Mrs. Smith responded that it may decrease a few dollars, but will essentially remain consistent with what we pay now. The expenses in June that are not a normal monthly expense were discussed. See reports. Mrs. Smith recommended that we ratify the June expenses of \$65,758.32. Mrs. Eischens motioned to the same, Mrs. Murphy seconded. A question was asked as to when we can expect to hear from the district as to the final numbers, and when to expect the yearly audit. Answer from Mrs. Smith was September. Vote to accept June expenses, all aye.

Recurrent business Parent Handbook was received two months ago. Motion by Mrs. McNelly to approve the 09-10 Handbook, second by Mrs. Murphy. The printing and compiling will have to be done at the school to have it ready for July 30. Vote was all aye.

BOD Bylaws: The existing copy was from four years ago. Some of the info was no longer valid due to start-up conditions. Motion by Mrs. Eischens to accept the revised Bylaws, second by Mrs. Murphy. The nomination period will be tightened up to 5 to 30 days. All aye.

Parent Report Card: Motion to initiate a Parent Report Card by Mrs. Eischens, second by Mrs. Murphy. The Report Card came about due to some difficulties of parents to fulfill the stipulations in the Contract for Success. This will go home every quarter, when the students receive their report cards. It will re-list all the responsibilities that the parents signed off on, and also contain a rubric. The parents will be given a grade on the measureable items. It will also list numbers for attendance, tardies, absences, etc. for the quarter and year to date. Vote was all aye.

Uniform Policy: The consistency of the uniform needs to be addressed, considering that last year grades 6 and 7 were different from all other grades. At this time, JMCA goes only through 6th grade. Last month it was decided to allow black bottoms for 6th grade, because some parents may have already purchased these. This is in addition to allowing khaki for 6th grade too. It was noted that some of the jumpers from Rosebuds are on back-order, and some students will not have these for the start of school. The school will work with those families. There may be interest in forming a group to address uniform issues. After much discussion,

Mrs. Eischens made a motion to rescind last month's uniform decision, and to allow only black bottoms for 6th grade. Second by Mrs. Murphy. If necessary, Dr. S. will address individual families concerning any conflict from this. All aye.

Opportunity for Public to be Heard

Mr. Don Staton had questions about Teacher salaries. Dr. S. addressed this by pointing out the differences between a charter school and a regular district school.

A question was also asked about after school clubs. Dr. S. stated that they generally start in the 2nd quarter, and is based on what Teachers want to offer. Violin is the only for-sure club at this point. People other than Teachers could offer a club too. There may be a rotation of clubs and grades. There may be possible interest in a girl scout troupe too. Another question addressed D.A.R.E., and why the school does not have this program. Dr. S. explained that research shows that it is not that effective, and that the CK already addresses those topics. It was also noted that funding was used for other areas at JMCA, instead of D.A.R.E. The success of the program can also depend upon the officer.

New Business

Pledge Form: The form is a revision from what was used last year. Motion by Mrs. Murphy to adopt the Pledge Form and accompanying explanation letter, second by Mrs. Eischens. All aye.

Staffing and hiring: Recommendation #1: Hiring of Employee A as a full-time classroom teacher for 09-10. Motion by Mrs. Eischens, second by Mrs. Murphy. All aye.

Recommendation #2: Create a multi-age classroom of Kindergarten and First grade and hire a full-time teacher for that class. Additionally, it is recommended to increase the specials teacher from .5 FTE to .8 FTE. This combination classroom will better fill the needs of students due to differing levels at school entry. This also allows an additional 10-15 children to be admitted, and to relieve the overfilled first grade. It takes approximately 5 to 6 children to pay for a teacher. Motion by Mrs. Eischens, second by Mrs. Murphy, all aye.

Recommendation #3: Because of the approval of recommendation #2, it is further recommended that Employee B be hired as a full-time teacher for the combo class. Motion by Mrs. Eischens, second by Mrs. Murphy, all aye.

Recommendation #3: There are now 33 students between 5th and 6th grade, including the waitlist. There are currently 26 enrolled for those two grades. Recommendation is to hire an additional teacher, contingent upon maintaining the enrollment numbers. If approved, the interview process could begin, and someone could already be approved to fill the position. Applications are already on file for possible candidates. Motion by Mrs. Murphy, second by Mrs. Eischens, all aye.

Resignation was received from BOD member Larry Marcus on July 20. This is due to work responsibilities. Accepted tonight. Because this two year term was already into the start of the second year, the BOD and the school can appoint someone to finish the term, without an election. This opening will be announced at back to school night, and self-nominations will be accepted through August 14. The BOD will then choose one candidate, and the new member will be ready for the next BOD meeting. This position was for Secretary, so the new person will need to fulfill this, or an existing member will need to be re-appointed. This term will end in May 2010, and is eligible to run again.

Next BOD meeting Monday, August 31, 2009

Adjourned At 8:43 PM