



Aquarian Charter School
Academic Policy Committee
Meeting Minutes
5/8/17

Members:

Robin Reich
Melissa McDermott
Laura Kanyer
Jess Malone
Meghan Steenburgh
Greg Carr
Lynda VanWinkle
Nicole Thibodeau
Mollie Harrings
Carrie Connaker
Rich Crosby

Nonvoting Members:

Lucas Saltzman

Meeting called to order at 5:47 PM.

Rich Crosby motioned to approve last month's minutes. Robin Reich seconded the motion and all were in favor.

Principal's Report:

Attrition seats will be filled by July. We usually plan for 3 over – going in at 385.

B&A has to start their own non-profit and can't use PTO. In order to avoid a rocky start, we are tentatively planning for a Jan 2018 date to open.

Budget: Building Rentals- We'll have 5 rentals this summer. The total revenue is \$4,550 for the summer.

• Updates- Vani and I are anticipating about a \$120K surplus next year. We will have some unanticipated expenses next year. The following are projected adjustments to next year's budget

- Additional TA- \$15K o Sub time for writing planning- \$3K
- In addition, I'd like to spend \$8K from this year's budget on some hallway teaching benches. We are working on a plan with a local vendor that meets fire code and our needs.
- Additionally, two large purchase items for next year from prior year allocations are a \$30K upgrade for ADA upgrades and \$10K on Chromebooks for 6th grade.

Technology: The money is in the budget for next year to get one-to-one chrome books for 6th grade and the Go Guardian license, with a remaining 3K. Bigger question for APC is, how much technology do we want available to our kids.

Treasurer Report:

Current Budget Status – As of last budget report, most budget categories spent to approx. 80%, which is where we were with the school year elapsed. We appear on or under budget in all categories.

Relo Budget: Originally budgeted 50K. We have spent 18K and have 32K remaining.

Personal Leave Budget – Appears overspent on the budget sheet; however, personal leave originally comes out of an account that is “unfunded” then is offset by the salary account later. It is just a way to keep track of the leave, since employees are paid based on the contract amount.

Before and Aftercare – In Feb, Board approved Lucas to work on effort and be paid by addenda with monthly time reporting. Currently, he has spent 42 hours - \$3,023

Proposed Budget Changes:

- 5th grade TA – 15K
- Hallway benches – 8K (take out of teacher supply and transfer to furniture budget)
- ADA Improvements – 30K (add additional ramp) Possible playground enhancements in the future
- Reading/Writing Curriculum – 3K for sub time for teachers to meet for writing planning
- 6th Chromebooks – 10K
- Technology Assistance – most elementary schools have a BPC. Probably would not need 40 hrs a quarter, but we can budget for it. Set an addenda amount – peg a \$ amount for that job – then offer it to all staff to apply for. We can manage in the addenda budget. It has to follow an ASD outlined process.

Teacher Rep:

Teachers are happy because they all got massages. The PTA is spoiling them. Sarah Fineman will be replacing Melissa McDermott next year on the APC.

Long Range Planning:

Rich Crosby – recommends writing a check and giving money back to the muni. Rich motioned to give \$150,000 to the muni. Greg Carr seconded the motion. We have been operating lean purposely and have worked hard to get here. Nicole – we have been told ASD will not give us a new building. Rich was in favor and all others were opposed.

Greg Carr – In a fact gathering state right now, but looking at doing a private feasibility study in the \$7,500 to \$12,500 range. Goal would be to go forward in front of the PTO and see if we can get some funding for that process. The study will show if adding to this structure and/or rebuilding is an option.

Few grant options that we are also looking into. Reviewing the laws to prove that ASD is not truly responsible for facilities.

Budget:

Melissa motions to hire a part-time TA for 5th grade. Laura seconded. All were in favor.

Everyone is in favor of adding one-to-one Chromebooks for the 6th grade.

Nichole motions to spend \$2,500 on 2 benches. Mollie seconds. Conversations continue about the timing of the benches.

Nichole amends the motion to say furniture for the hallways up to 10K. Mollie seconds the amended motion and all were in favor.

Lucas suggested we bring on an admin assistant principal next year. To do so, we would release our accountant; approximately \$30,000 a year. Annie would take over most of those accountant duties. Then look at two options to bring on an assistant. One option would be to sponsor a teacher to come out of the classroom part-time and get their admin certificate. The other option would be to share an assistant principal with another charter school. That scenario is more costly, because we would be paying principal wages; more of a 60K option. An assistant principal would allow for better coverage while Lucas is gone. For flexibility purposes, if you bring in a non-rep, you can release them.

Lynda motion that we allocate 40K for Lucas to work with another charter school to hire a part-time assistant principal or a .49 exempt employee with a preferable account background. Mollie seconded the motion and all were in favor.

Curriculum: Melissa McDermott - The teachers have decided on the more reasonable writing curriculum for next year; targeted writing project. They would also like to add a supplemental grammar piece. No charter change is required for this adoption. Will have to print and make binders because it is all on-line.

Bylaws/Charter Update: Nicole emailed out the bylaw changes. Primarily format changes.

Bylaws have to be posted for 4 weeks. Jess Malone motioned to approve the bylaw changes. Robin seconded the motion and all were in favor.

Community Engagement & Relationships: May 17th event – live music, food trucks, posters, art tables and it is partnered with bike to work day. And we are an official food sponsor. We will also make it an Aquarian bike to school day too. 3:30–5:00. Donuts and coffee is being donated tomorrow.

Lynda motioned to install a digital marque sign, not to exceed 20K. Mollie seconded and all were in favor.

New Member Carrie was seated.

Officer Election seats remained the same. Meghan Stapleton – Chairman, Nicole Thibodeau – Vice Chairman, Jess Malone – Secretary, and Robin Reich - Treasurer

Mollie Harrings motioned to seat the slate of nominees. Laura Kanyer seconded the motion and all were in favor.

Meeting adjourned at 8:18 PM