

Nord Country School

Meeting of the Board of Directors

5554 California Street, Chico, CA 95973

Wednesday, May 13, 2015 at 6:00 pm

Regular Meeting Minutes

Board Members

Richard Aguilera, President
Kelli Ruley, Vice President
Roy Roney, Treasurer
Lexie Aceves, Co-Secretary
Janet Ellner, Co-Secretary
Tom Williams
Kristy Dailey

1.0 Call to Order

1.1 Flag Salute: President Richard Aguilera called meeting to order at 6:02 pm.

1.2 Attendance: Board Members present were Richard Aguilera, Kelli Ruley, Lexie Aceves, Janet Ellner, Kristy Dailey and Tom Williams. Roy Roney was absent.

Guests: Kathy Dahlgren, Lisa Speegle, Luke Messenger, Alan Chambers, Junell Lawrence, Sara Cervantes, Karen Mazetis, and Sheena Sloan.

2.0 Changes/Deletions to Current Meeting Agenda

Kathy Dahlgren recommended moving agenda item 5.7 Salary Schedules above agenda item 5.4 Draft Budget to allow for a more conducive discussion.

3.0 Consent Calendar

3.1 Consider Approval of Meeting Minutes from Regular Meeting on April 8, 2015

3.2 Consider Approval of P2 Attendance Report

3.3 Consider Approval of April Financial Reports Including Payments to Vendors and Donation Report

Tom Williams made a motion to approve the consent calendar except item 3.1.

Kristy Dailey seconded the motion.

The motion was voted on.

Richard Aguilera -Aye

Kelli Ruley -Aye

Lexie Aceves-Aye

Janet Ellner-Aye

Tom Williams – Aye

Kristy Dailey –Aye

Kelli Ruley requested item 3.1 be pulled from the consent calendar due to a typo in section 2.0 in the Minutes of the Regular Board Meeting on April 8, 2015. Kelli Ruley was named as seconding the motion to approve the consent calendar but she was not present at the meeting. Lexie Aceves will correct the minutes.

Lexie Aceves made a motion to accept the Regular Board Meeting Minutes of April 8, 2015 with the amendment of correcting section 2.0.

Tom Williams seconded the motion.

The motion was voted on.

Richard Aguilera -Aye

Kelli Ruley -Aye

Lexie Aceves-Aye

Janet Ellner-Aye

Tom Williams – Aye

Kristy Dailey –Aye

4.0 Public Comments on Items Not on the Current Meeting Agenda

No Comments

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5.0 Discussion/Action Items

5.1 Community Member Candidate Forum

Kathy Dahlgren notified the board of receiving a letter of interest for the Community Member position from Peggy Arms. Kathy read the letter of interest. Richard Aguilera read his letter of interest to continue on as a Community Member on the board.

5.2 7th Grade Update

5.2.1 Construction

Luke Messenger gave the board an update on the progress of the pad formation/installation and surrounding areas of the construction site. Discussion ensued. Alan Chambers updated the board as to where NCS is in the various stages of the permitting processes. Discussion ensued.

5.2.2 Budget

Luke Messenger and Alan Chambers went over the cost of the dirt exceeding the original budget. Although the increased amount of dirt needed to further elevate the site cost more than originally budgeted, NCS will eventually be saving money on concrete needed later in the project, thus balancing out the larger up front purchase. Another budgeted expense that will not occur is from PG&E. Alan Chambers stated PG&E will not be charging for upgrading the transformer for this project. Discussion ensued.

5.3. Presentation of Draft Local Control Accountability Plan

Kathy Dahlgren presented the draft of the LCAP. Discussion ensued. The final draft will be presented to the board at the June board meeting to be adopted.

5.7 Review and Consider Approval of Salary Schedules

5.7.1 Certificated

Kathy Dahlgren presented a salary schedule that stays the same except removing the below starting salary 1st year teaching wage (this lower than normal starting wage was used when Nord Country School had been managing the state's deferral payments) and one that has a 3% increase. Discussion ensued.

5.7.2 Classified

Kathy Dahlgren presented a salary schedule that stays the same except for the new minimum wage adjustment and one that has a 3% increase. Discussion ensued.

Agenda item 5.7 was tabled until the June 10th Regular Board Meeting.

Lisa Speegle will present the board with 3%, 4% and 5% increases and a 3% retroactive payment for the 2014/2015 school year for certificated and classified employees and how those varied percentage increases will affect 2015/2016 and subsequent budgets.

5.4 Review and Consider Approval of Draft Budget for 2015 – 2016 School Year

Lisa Speegle went over the 2015/2016 budget with no changes in the salary schedule and a 3% increase in salary schedules. But due to tabling 5.7 salary schedules until next month the budget could not be voted on.

Agenda item 5.4 was tabled until the June 10th Regular Board Meeting.

5.5 Consider an Additional Signatory on Accounts

Kathy Dahlgren presented the option of having an additional signatory on the Operations Checking Account. Kathy explained that in an emergency situation when neither of the two current signers are available she could sign and pay for services rendered. Internal controls are in place with Office Assistant Patty Roche writing the checks and Financial Advisor Lisa Speegle reconciling the checks. Kathy explained that this situation would most likely occur only a few times a year. Discussion ensued.

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Agenda Item 5.5 was tabled until the June 10th Regular Board Meeting.

- 5.6 Consider Approval of Resolution 20151 - determine signatories on new loan and approve new loan amount and term

Kathy Dahlgren notified the board that no loan papers had been drawn up or signed for the new construction of 7th and 8th grade. Kathy spoke with Larry from Northern California National Bank and he advised the quickest way to get the loan approved is for the board to make a resolution on who can sign for the loan and who can request advances on the loan. Discussion ensued.

The resolution states Roy Roney and Kathy Dahlgren will be the signers on the account and the loan amount will be approximately \$295,000.

The amendment made was for Janet Ellner to be added as a third signer on the loan.

Tom Williams made a motion to approve Resolution 20151 as amended.

Kristy Dailey seconded the motion.

The motion was voted on.

Richard Aguilera -Aye

Kelli Ruley -Aye

Lexie Aceves-Aye

Janet Ellner-Aye

Tom Williams – Aye

Kristy Dailey –Aye

- ~~5.7 Review and Consider Approval of Salary Schedules~~

~~5.7.1 Certificated~~

~~5.7.2 Classified~~

Moved to before 5.4 as noted in the agenda changes.

- 5.8 Personnel

5.8.1 Changes in staffing for 2015-16

Kathy Dahlgren reviewed the staff changes for next year. The 3rd grade and 5th grade teachers are requesting one year leaves of absence and the 4th grade teacher is leaving permanently. The Kindergarten teacher will be returning part time. The Kindergarten Instructional Aid will be lead teacher in the afternoons. There will be an additional part time Language Arts teacher for 3rd and 4th grade students who are struggling. The Music teacher will not be returning next year. An Instructional Aid is moving out of state and not returning. The Spanish teacher will be returning next year and teaching Art on Fridays. The current custodian also put in his two week notice. Pending board approval a 7th grade teacher has been hired and a part time science teacher for 6th and 7th grades.

5.8.2 Consider Approval of Leaves of Absence

Allison Chang (3rd grade) and Nikki Valine (5th grade) have each requested a 1 year leave of absence to stay home with their new babies.

Kristy Dailey made a motion to approve 5.8.2 the leaves of absences.

Tom Williams seconded the motion.

The motion was voted on.

Richard Aguilera -Aye

Kelli Ruley -Aye

Lexie Aceves-Aye

Janet Ellner-Aye

Tom Williams – Aye

Kristy Dailey –Aye

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5.8.3 Review and Consider Approval of Teacher Contracts

Agenda Item 5.8.3 was tabled due to the 2015/2016 Budget being tabled until the June 10th regular board meeting.

5.9. Options for Special Education Services Starting the 2016 – 2017 School Year

Kathy Dahlgren informed the board of Butte County Office of Education (SELPA) receiving 42% of Nord Country Schools Special Education monies for Special Programs Nord doesn't use. In order to receive funds differently NCS needs to write a letter to BCOE notifying them of the leave one year in advance. The one year notice of leave form for the 2016/2017 school year has been turned in. It doesn't obligate NCS to leave it just gives NCS the option to do so. Kathy reviewed the alternative options that are available to charter schools to receive more of our SPED funds. Discussion ensued.

6.0 Reports and Presentations

6.1 Principal's Report

Kathy Dahlgren reported the current student count is 142 with an attendance rate of 94.3%. The NCS talent show will be held on May 28th and Open House will be on May 29th. The K through 6 Awards and Volunteer Appreciation Ceremony will be on June 3rd. Kathy reviewed PBIS results for April. Kathy reported on the Parent Information Night presentation which shared the new techniques and strategies teachers have been learning at trainings and have been able to apply in the classroom. The trainings for the staff have been made possible by a grant which was written by a team led by Juana Diaz. The grant has brought in over \$50,000 in the past 3 years for trainings and materials. Two members from the grant team from Chico State videotaped the presentation and asked NCS staff to lead a presentation at a national conference held at Chico State in October. The CUSD annual visit was a success.

6.2 Teacher's Report

Kathy Dahlgren reviewed the end of the year happenings in Kindergarten through 6th grade. Kathy also reviewed the process of the I ready tests students are learning to use.

6.3 PTO Report

Kristy Dailey reported that PTO has \$1600 in the general fund. \$1000 was raised by the Spring fundraiser which was donated to the remaining balance of the yearbook. PTO is helping sponsor supplies for Water Fun Day and cookies and lemonade for Open House. PTO is also running the book fair the week of Open House and is in the process of organizing volunteers to work in the garden over the summer.

6.4 Safety Report

Kelli Ruley reported that most rooms on campus passed the safety teams inspection. The only findings were very minor and have already been fixed. Discussion ensued.

6.5 Facilities Report

Kathy Dahlgren reported the Prop 39 project has been submitted and once it is approved, the next step is to put out for bids.

6.6 Technology Report

Kathy Dahlgren reported she is currently looking into replacing outdated machines on campus and acquiring 7th grade computers over the summer.

7.0 Adjournment: The meeting was adjourned at 9:19 pm.