

Nord Country School

Meeting of the Board of Directors
5554 California Street, Chico, CA 95973
Wednesday, September 27, 2017 at 6:00 pm
Regular Board Meeting Minutes

Board Members

Lexie Aceves, President
Richard Aguilera, Vice President
Roy Roney, Treasurer
Jillian Damon, Secretary
Janet Ellner, Co-Secretary
Tom Williams
Sheila Koester
Tom Enneking

1.0 Call to Order

1.1 Flag Salute: President Lexie Aceves called meeting to order at 6:01pm.

1.2 Attendance: Board Members present were Roy Roney, Jillian Damon, Sheila Koester, Tom Enneking, Lexie Aceves, Janet Ellner. Tom Williams arrived at 6:06. Richard Aguilera was absent. Guests: Lisa Speegle, Mike Vessels, Anna Enneking, Hillary Tricerri, and Kathy Dahlgren.

2.0 Changes/Deletions to Current Meeting Agenda

Item 6.3 was added to the agenda: Ratification of the Employee Handbook.

3.0 Appointment of New Parent Representative to the Board

The board considered the approval of Hillary Tricerri.

Roy Roney made a motion to approve the appointment of Hillary Tricerri.

Janet Ellner seconded the motion.

The motion was voted on.

Lexie Aceves - Aye

Roy Roney- Aye

Jillian Damon - Aye

Sheila Koester - Aye

Thomas Enneking- Aye

Janet Ellner – Aye

Tom Williams – Absent (Had not arrived yet.)

Richard Aguilera - Absent

4.0 Public Comments on Items on or not on the Current Meeting Agenda

(Speakers are asked to please limit their comments to 5 minutes.)

Roy Roney – Informed the board that the new bank account still needed one more signature, which he would get tonight.

Janet Ellner- Inquired about the Reading Pals program. Kathy Dahlgren reported that it the program did not take off last year but there are some interested parties this year.

Sheila Koester – The Harvest Festival is October 7th, and she shared that it would be nice to see some board members in attendance.

Kathy Dahlgren – Thank you to Lisa Speegle for her hard work during the audit.

5.0 Consent Calendar

5.1 Consider Approval of Meeting Minutes from the Regular Meeting on August 23, 2017

5.2 Consider Approval of August Financial Statements, Payments to Vendors & Donations

5.3 Consider Approval of the Fundraising Calendar

5.4 Consider Approval of the Facilities & Operations Policies

5.4.1 #6010 – Whistleblower Policy

5.4.2 #6020 – Community Use of Facilities

5.4.3 #6040 – Public Solicitation on School Grounds

- 5.4.4 #6050 – Registration of Visitors
- 5.4.5 #6070 – Acceptance of Gifts
- 5.4.6 #6080 – Recycling Policy
- 5.4.7 #6090 – Uniform Complaint Policy
- 5.4.8 #6100 – Retention and Destruction Policy

5.5 Consider Approval of Consultant Agreements

- 5.5.1 Aracely Magaña, Middle School Spanish
- 5.5.2 Lily Diaz, Middle School Spanish

5.6 Consider Approval of Memorandum of Understanding with BCOE for the After School Program

5.7 Consider Approval of the E-Rate Consultant Contract with Jim Galloway

The board has had a chance to review supporting documents for items on Consent Calendar. Janet Ellner made a motion to approve the Consent Calendar.

Sheila Koester seconded the motion.

The motion was voted on.

- Lexie Aceves - Aye
- Roy Roney- Aye
- Jillian Damon - Aye
- Sheila Koester - Aye
- Thomas Enneking- Aye
- Janet Ellner – Aye
- Tom Williams – Aye
- Hillary Tricerri - Aye
- Richard Aguilera - Absent

6.0 Discussion/Action Items

6.1 Review Board Policies

6.1.1 #1010 – Board Governance Standards

The board discussed 2.5.2.1 and a potential amendment to reflect board changes that happen during the school year. The proposed amendment to BP #1010, 2.5.2.1 would read as follows: For members who are appointed during the school year, orientation should be held within the first 30 days.

Sheila Koester made a motion to approve BP 1010 with the proposed amendment.

TomEnneking seconded the motion.

The motion was voted on.

- Lexie Aceves - Aye
- Roy Roney- Aye
- Jillian Damon - Aye
- Sheila Koester - Aye
- Thomas Enneking- Aye
- Janet Ellner – Aye
- Tom Williams – Aye
- Hillary Tricerri - Aye
- Richard Aguilera - Absent

Kathy Dahlgren elaborated on 2.5.3 – During the January regularly scheduled Board Meeting the Board will complete a self-reflection.

6.1.2 #1020 – Powers and Duties of the Board of Directors

The board reviewed and discussed BP #1020

Jillian Damon made a motion to accept BP #1010 as written.

Roy Roney seconded the motion.

The motion was voted on.

Lexie Aceves - Aye

Roy Roney- Aye

Jillian Damon - Aye

Sheila Koester - Aye

Thomas Enneking- Aye

Janet Ellner – Aye

Tom Williams – Aye

Hillary Tricerri - Aye

Richard Aguilera - Absent

6.1.3 #1050 – Code of Ethics for Board Members

The board discussed BP #1050 7.3. specifically differentiating between management and governance. The board discussed a potential amendment to 7.3.

The proposed amendment would change the word “activities” to “administrative duties.”

Roy Roney made a motion to accept BP #1050 with the proposed amendment to 7.3.

Tom Williams seconded the motion.

The motion was voted on.

Lexie Aceves - Aye

Roy Roney- Aye

Jillian Damon - Aye

Sheila Koester - Aye

Thomas Enneking- Aye

Janet Ellner – Aye

Tom Williams – Aye

Hillary Tricerri - Aye

Richard Aguilera – Absent

6.1.4 #1100 – Conflict of Interest

Lisa Speegle discussed this Board Policy. Board members are not considered elected officials, ~~Neither~~ and neither our charter renewal, nor our Memorandum of Understanding (MOU), requires Form 700 [Statement of Economic Interests] from Board Members. If we removed the requirement of Board Members filling out Form 700 as part of Board Policy, the Board would need to pay attention to changes in the and reinstate Form 700 if necessary.

There was discussion.

Roy Roney made a motion to remove Form 700 for Board Members from BP #1100 to reflect our charter and the MOU.

Sheila Koester seconded the motion.

The motion was voted on.

Lexie Aceves - Aye

Roy Roney- Aye

Jillian Damon - Aye

Sheila Koester - Aye

Thomas Enneking- Aye

Janet Ellner – Aye

Tom Williams – Aye

Hillary Tricerri - Aye

Richard Aguilera – Absent

A copy of the new Conflict of Interest Policy will be presented at the next meeting.

6.2 Consider Approval of the Unaudited Actuals

Lisa Speegle led the board in a discussion of the Unaudited Actuals. School fiscal reports go to Chico Unified School District, then the Butte County Office of Education, and finally California Department of Education. We compared the 2016-17 budget versus the actual costs and the variances. We spent less than expected. After 2016-17, the Ending Excess Unrestricted or Designated Balance was \$1, 036, 390.00.

Roy Roney made a motion to accept the Unaudited Actuals as represented.

Tom Enneking seconded the motion.

The motion was voted on.

Lexie Aceves – Aye

Roy Roney- Aye

Jillian Damon – Aye

Sheila Koester – Aye

Thomas Enneking- Aye

Janet Ellner – Aye

Tom Williams – Aye

Hillary Tricerri – Aye

Richard Aguilera – Absent

6.3 Consider Approval of the Employee Handbook

The board discussed the Cell Phone Policy in the Employee Handbook. The board discussed amending the current policy by changing the language in the handbook. The new language would allow teachers to use cell phones for professional use to support classroom activities, instead of the current policy. Because there was not a quorum at the last board member due to employees abstaining, this item needed to be discussed and voted on again.

Roy Roney made a motion to approve the employee handbook with the amendment to the current cell phone usage that would allow teachers to use cell phones for professional use during the school day

Jillian Damon seconded the motion.

The motion was voted on.

Lexie Aceves - Abstain

Roy Roney- Aye
Jillian Damon - Aye
Sheila Koester - Abstain
Thomas Enneking- Aye
Janet Ellner – Aye
Tom Williams – Aye
Hillary Tricerri - Abstain
Richard Aguilera – Absent

7.0 Reports and Presentations

7.1 Principal's Report – Kathy Dahlgren

Current Enrollment: 181 students. Interventions are in full swing. Some interventions are moving from a 1:1 setting to a group setting to meet the needs [\[of students ?\]](#). Family STEAM Night was a success, approximately 250 people in attendance. There are Harvest Festival Posters to put around town. The Halloween Carnival will be October 28th. Yesterday was the first whole staff meeting; Kathy reiterated how wonderful it was having Classified and Certificated staff together. During their collaboration, they discussed test results and how to increase student engagement in writing.

7.2 Teacher's Report – Sheila Koester

Kindergarten: Apple Unit – Using apples to learn and practice math and science skills.

1st Grade: Performed A Very Hungry Caterpillar Puppet Show today for elementary school.

2nd: Reading Meet Rosina, about a young deaf girl learning simple sign language.

3rd: Teacher was absent, and could not give report.

4th: Studying California Regions and increasing a Mathematical Mindset.

5th: Reading Wonder, about a young man born with a facial deformity, which teaches students about tolerance and acceptance.

8th: Life Skills is working on simple sewing and table etiquette.

Agriculture received four new sheep for the school farm yesterday.

Soccer and Volleyball teams are well into their seasons.

7.3 Facilities Report – Lisa Speegle

Lisa Speegle discussed the Track and Field Update. The final bid documents are almost ready. Advertisement for final bidding will begin next week. There will need to be a Special Board Meeting to approve the bid. There was discussion on when to hold the meeting. The meeting will be Monday, October 23rd at 7 a.m.

7.3.1 Measure K Projects Update

Lisa Speegle discussed that she and Kathy had met with two of three architects to discuss expansion of the Cafeteria using Measure K funds. They are discussing needs, thoughts, and challenges. Lisa will keep the board updated.

7.3.2 Well/Water Update

The bottle water continues. Things are going as well as can be expected. There is not a date assigned for the new filtration system as of yet.

7.3.3 Rehabilitation Grant Update

The Cafeteria will take all of the money from the Rehabilitation Grant. If the Cafeteria is not feasible, the Board will need to prioritize needs.

7.4 Safety Report

Kathy Dahlgren reports that Kelli Ruley says the 1st Fire Drill with the new alarm system was a success. The Fire Drills, Code Red, and Earthquake drills for the year have all been scheduled. There is a phone issue; currently, if the phone isn't working, a trouble alarm is tripped on the fire alarm which then goes off. Kathy is working diligently with the phone and alarm company.

7.5 Pie Auction Report – Sheila Koester

The pie auction is February 3rd. Sheila said it is good for Board Members to sign up for committee chairpersons for the Pie Auction.

Also, Kathy Dahlgren mentioned there are two Board Members whose terms will be complete at the end of the 2017-18 school year. In accordance with Board Policy, these vacancies will be announced at the Pie Auction.

7.6 Technology Report – Kathy Dahlgren

Kathy reported Lisa Speegle is working to inventory the Chrome Books.

7.7 PTO Report

There was an excellent turnout at the last PTO meeting, approximately 40 people. Officers were elected. The audience listened to the speeches by the Board candidates. Fundraising ideas were discussed. The Harvest Festival and Halloween Carnival were talked about. Anna Enneking is now the new PTO Board Liaison. There is a PTO Officer meeting next week. There is now a PTO Classroom Representative for each grade, which should help increase communication with individual classrooms.

8.0 Adjournment at 7:27 p.m.