

Sigsbee Charter School Board Meeting

Thursday, December 2nd, 2010 4:15 PM

Sigsbee Charter School, Library

Board Members Present: Leslie Crabbs, Tom Walsh, Eric Hancock,
Amanda Fry, Bob Eadie, Sandy Higgs, Izabela Budzynski and Jim
Wallace

Board Members Absent: Christine Geary (excused)

School Principal: Eli Jannes

Advisors: Emily Lo (teacher representative), Mercedes Stevenson
(Treasurer,, SFA),
Suzanne Bryant (Military School Liaison)

I. Proceedings:

- Meeting called to order at 4:18 PM by Leslie Crabbs.
- Minutes from Nov 4th, 2010 Board Meetings were reviewed.
 - Higgs motioned to approve the minutes, Hancock seconded. **Vote called. Motion passed, 7-0.**

II. Treasurer's Report (Attachment 1):

- SCS School Account: \$ 154,704.50 (as of Nov 25th, 2010)
- SCS Board Account: \$ 2,286.87
- SCS School Family Alliance (SFA) Report: \$5,136.50
- Request for funds:
 - Request for holiday thank you to all 33 staff members of the Sigsbee Charter School not to exceed \$7,000. Funds to be allocated from the FTE bonus money. Higgs motioned; Eady seconded. **Vote called. Motion passed 7-0.**
 - Request for supplies (puddy knives, silicone, chalk, gloves, etc.) to support 22 people installing 300 window panes on December 28th not to exceed \$500 from the FTE Facilities line item. Higgs motioned; Eady seconded. **Vote called. Motion passed 7-0.**

III. Administrator's Report: (Attachment 2)

- Principal is investigating a business partnership with Balfour Beatty.
- Working with DOE to determine if VPK students may receive enrollment preference.
- Students are working with the Casa de Meredith House angel tree program as community service.
- Ms. Booker departs in January; replacement's name is unknown.

- SFA earned \$2,658 during the fall festival.
- Drafting a grant proposal for the Monroe County Sheriff's Asset Forfeiture grant program for SCS service learning in the community.
- Three parents volunteered to watch children that are dropped off at SCS grounds prior to the school's opening each day. Stevenson requested from the Board whether the Board approved of parents watching children on school grounds prior to the school's opening. Jannes concurred that SCS is liable for any accidents or issues that may occur and that no SCS employees will be involved in watching children prior to 7:45. The Board agreed that parents should not be watching children on school grounds outside the purview of the SCS for liability purposes. The Board recommended that parents organize and watch children at a parent's house rather than on school grounds. It was also noted that a six year-old child has been dropped off at SCS prior to the school's opening. Hancock to contact NAS Security for appropriate follow-up actions.

V. Consent Agenda

- None.

VI. Old Business:

- Principal Evaluation:
 - Crabbs concerned about measuring the assessment gap between 3 and 4; Eady voiced similar concerns. It was noted that only Crabbs provided input to Fry on the draft evaluation. Fry suggested various board members take on various evaluation components when it comes time to actually evaluate the Principal. Wallace suggested a 360 degree evaluation which would include the teachers and parents input which the Board could consider in its evaluation. Wallace suggested a simple postcard could be used to solicit parent feedback. It was also suggested that a School Climate survey should be conducted. Eady emphasized that the Board needs to focus on the purpose of the evaluation. Crabbs asked Board members to consider the three most important things we expect the SCS principal to do.
- Restraint training:
 - Restraint training: Completed by Mrs. Messenger, Mrs. Bartley, and Mrs. Hazzard. Jannes noted that occurrences that would require physical restraint have significantly decreased. It was noted that with a new school, new students, and new staff, that students are likely to face increased instability. The District psychologist has been consulted and made a presentation on these issues. It was also noted that current SCS staff may be addressing issues that were overlooked in the past.
- Insurance:
 - Wallace unable to obtain another quote, but expected to obtain one within days following this Board meeting. It was noted that \$100,00 has been budgeted for insurance. Eady motioned and Higgs seconded, a

motion to enable the SCS Board President to decide on the best insurance option, providing that no more than \$100,00 was obligated.

Vote called. Motion passed 7-0.

- Other school's discipline procedures:
 - Tabled until next Board meeting; Geary to lead discussion.

VII. New Business:

- Middle School Star- Up:
 - Crabbs noted that 30 volunteers signed up to assist with this effort. Jannes will lead and organize the committee. It was noted that the current contract with Monroe County Schools would have to be amended to allow grades 7-8. Jannes will advise the Board on the next steps toward amending the contract or other appropriate actions. Jannes noted that this initiative will be organized in January. Eady proposed that Jannes provide recommendations to the Board on the way forward.
- Trustys:
 - Wallace trying to get a bus or van for Saturdays in order to have just one driver vice using multiple vehicles and drivers. Lo mentioned that she knew of an appropriate vehicle that might be available.
- SCS Financial procedures:
 - The SCS Executive Board will meet on December 9th, 2010 at 3:30 pm at SCS to discuss and finalize procedures for Board approval.

VIII. Public Comment:

- Bryant noted that military parents should contact her for assistance with transferring to new schools.
- Lo noted that the teachers appreciated the Board's support for the recent teacher's SCUBA experience and lessons.
- Stevenson noted that the SFA's fall festival was a success. The Silent Auction will be held at the Double Tree Hotel, date and time still to be determined.

Walsh motioned to adjourn meeting. Unanimous approval. Meeting adjourned at 5:52PM

**Next meeting is scheduled for January 6th, 2010 at 6:00 pm
Sigsbee Charter School Library**

Attachments:

- (1) Treasurer's Report dated Nov 25th, 2010
- (2) Administrator's Report dated Dec 3rd, 2010

Minutes submitted by Tom Walsh