

Olympia Community School

Board of Trustees

Minutes

Meeting Type: Regular Board of Trustees Meeting

Meeting Date:	01.15.20
Times:	Scheduled - 6:00pm <i>Called to Order – 6:10pm Adjourned - 8:03pm</i>
Location:	Zoom Video/Phone Conference Call
Minutes Prepared By:	Jennifer Ulrich (Secretary)
Quorum Present:	Yes – 8 of 9
Date Minutes Approved:	02.26.20

Attendance:

Board Members	Teachers	Coordinators	Other
<u>Jessica Nau (President)</u> <u>Heather Fitch(Vice President)</u> <u>Ryan Black (Treasurer)</u> <u>Jennifer Ulrich (Secretary)</u> <u>Jason Tucker</u> <u>Lauren Logsdon</u> <u>Emily Wilkinson</u> <u>Kirsten Winter</u> <u>Heather A</u>	Becky Schmid Jeriann Schriener Lauren Booher	Janice Rosen (Enrollment Coordinator) Liz Perry (Enrollment Assistant) Toby Quinn (Volunteer Coordinator) Trisha Smith (Staff Coordinator) joined at 7:21pm Jennie Patton (Cleaning Coordinator)	

Agenda Item	Discussion	Next Steps/Action Items/Vote	Resolution # (if applicable)
Meeting Minutes	Minutes from 12.18.19 Board meeting were reviewed.	Jessica motioned to approve minutes. Seconded: Heather F. 0 Nays 0 Abstentions Motion Passes	NA
19/20 Budget Discussion	Treasurer went over changes to the 2019/20 Budget since the last meeting.	Jessica motions to approve 2019/20 Budget as presented. Seconded: Emily 0 Nays 0 Abstentions Motion Passes	NA
Staff Coordinator Discussion			NA
Kids Club Budget Request	Budget request was discussed. For three bulletin boards seems reasonable,	Jessica makes motion to approve purchase of 3 bulletin boards.	NA

	<p>might could get them cheaper but they wouldn't maybe match. We can order it through existing amazon account on OCS card. It is also a good marketing piece.</p>	<p>Seconded: Kristen 0 Nays 0 Abstentions Motion Passes</p>	
Lunch Room Tables	<p>Budget request for Lunchroom table rack to be in compliance with fire marshal.</p>	<p>Jessica makes motion to approve purchase. Seconded: Lauren L 0 Nays 0 Abstentions Motion Passes</p>	NA
St. Johns Mandatory Training	<p>"Safeguarding God's Children" which is their own mandatory reporting training, it is a requirement by the Diocese.</p> <p>Since we would be handing out key fobs, everyone that has a fob would have to complete the training.</p>	<p>> Toby volunteered Community Engagement Committee beta test the training so we know how to position to the community and any concerns.</p>	NA
Summer Camp Proposal	<p>Need a consistent way of discount summer camp coordinators.</p> <p>Most of the Board had not spent enough time reviewing the proposal yet.</p>	<p>> Move the discussion to email with Jessica curating the conversation.</p> <p>> It was discussed that seeing the full budget for the summer camp proposal would be helpful and discuss this at next board meeting.</p>	NA
Volunteer Engagement Update	<p>With staff calling out it is really hard to get last minute lunch volunteering, he would like to discuss options for resolving this.</p> <p>Toby does not think that volunteering is going to be solution for this time slot so we need to consider other "staffing" options etc?</p> <p>Or other options other than "on-call" volunteering?</p>	<p>> Touch bases with Trisha regarding options even just with schedules.</p>	NA
Location Update	<p>The SEARCH continues.</p> <p>Still working on our strategy.</p>	<p>> Treasurer will refine projections of 4th classroom and do some modeling.</p>	NA
20/21 Budget	<p>We want to do this thoughtfully and holistically.</p> <p>Janice is request is to know what the tuition increase is asap.</p> <p>There was discussion surrounding putting out a survey on tuition increases. Janice will look to see how this was worded couple years.</p>	<p>> Jennifer can send out doodle poll for bonus board meeting to dig into 20/21 Budget meeting at the end of Jan/first part of Feb. Would be a 4-6 hour mtg.</p> <p>> Do the survey on tuition increase asap in order to have info for budget meeting.</p>	NA

<p>Leave approval request.</p>	<p>Chase Request: Wed 2/5 – Fri 2/7 Mon 2/10 – Tues 2/11</p> <p>Staff coordinator recommends approving this leave. It is for a family need, and we have coverage tentatively secured (pending Board approval).</p> <p>Maddie Request: Tues 2/18 – 2/21</p> <p>This is over mid-winter break, I believe we have adequate coverage and recommend approval.</p> <p>She can still help prep and set up for camp.</p> <p>If this is approved we identify a lead for the camp that week and work with them to prep.</p>	<p>Jessica motions to approve Chase leave requests. Seconded: Lauren L 0 Nays 0 Abstentions Motion Passes</p> <p>Jessica motions to approve Maddie’s leave requests. Seconded: Heather F. 0 Nays 0 Abstentions Motion Passes</p>	<p>NA</p>
---------------------------------------	---	--	-----------

Items for next meeting (if applicable):

Area of focus:	Item:	
	<p>> Discuss feedback from the CE committee on their beta test of Safeguarding Gods Children training.</p>	
<p>Proposal from Janice</p>	<p>> We have tabled the vote for now but not because we don’t want to approve this request, and our intention is that we will provide some avenue for this request, but that it needs to fold into the larger budget conversation.</p> <p>> Have conversations with Liz and Janice how that might work next year in terms of the percentages etc.</p>	
<p>Enrollment</p>	<p>> Up to 16 in Jeriann’s class is something we as a board need to discuss with teachers etc etc.</p>	