

# Olympia Community School

Board of Trustees

Minutes

**Meeting Type: Emergency Board of Trustees Meeting**

<i>Meeting Date:</i>	06.03.20
<i>Times:</i>	Scheduled – 5:30pm <i>Called to Order – 5:30 Paused at 5:55 for parent mtg. Reconvened – 7:08PM Adjourned: 7:56pm</i>
<i>Location:</i>	Zoom Conference Room
<i>Minutes Prepared By:</i>	Jennifer Ulrich (Secretary)
<i>Quorum Present:</i>	Yes - 7 of 8 (6 of 8 at 7:08PM)
<i>Date Minutes Approved:</i>	06.17.20

**Attendance:**

Board Members	Teachers	Coordinators	Other
Jessica Nau (President) Heather Fitch (Vice President) Ryan Black (Treasurer) Jennifer Ulrich (Secretary) <del>Jason Tucker</del> Emily Wilkinson Kirsten Winter Heather A	Becky Schmid Jerriann Schriener Lauren Booher	Liz Perry (Enrollment Coordinator) Vacant (Enrollment Assistant) Lauren Logsdon (Communications Coordinator) Trisha Smith (Staff Coordinator) Jennie Patton (Cleaning Coordinator) Stefanie Hardy (Purchasing Coordinator)	

Agenda Item	Discussion	Next Steps/Action Items/Vote	Resolution # (if applicable)
Yearbook Costs	<p>The yearbook typically costs around \$650. The process typically used for creating the yearbook is done by hand by each student then scanned and printed into a book. Since physical distancing the online platform is a COVID expense we didn't anticipate.</p> <p>Families expect that yearbook costs are already assumed to be covered by the annual supply fee, therefore asking families to pay (on top of everything else this year) may not be feasible. The projected cost is now approximately \$2,700. Reallocating \$2,050 to the already assumed \$650 provides sufficient funding to complete the project.</p> <p>There was a grandparent that came forward as an offer to a donation to</p>	<p>&gt; <i>Motion tabled until after parent meeting.</i></p> <p>Ryan motions to reallocate budget up to \$1,700 for this year's yearbook and the requirement that all student's receive a yearbook.</p> <p>Seconded: Jessica 2nd 0 Nays 0 Abstentions                      <b>Motion Passes</b></p>	NA

	<p>cover some of the yearbook costs. We thought as we have the money to cover this just as a budget variance, that we would love the donation of course but discussion centered on the fact that we have lot of known (fire alarm system) and unknown needs due to Covid coming up that might be better use of funds.</p> <p>We are looking at a more organized campaign around the fire alarm and that might be a better fit.</p> <p>We know this a large expense and in hindsight we might have suggested doing something different than Shutterfly based on the expense but she is so far down the road with Shutterfly and yearbooks are included in the supply cost so if we can reallocate the funds this year that we fund this.</p> <p>We tabled this until discussion for the parent meeting since it is such a large cost. Also we will touch bases with Holly on this.</p> <p><i>Note: this issue was discussed at the Parent meeting. There was general consensus that it was a large expenditure considering all the unknowns that OCS is facing. The parents that were present indicated exploring options that honor all the work that Holly has done while also figuring out ways to bring the price down would be their preference.</i></p> <p><i>Board continued this conversation after the parent meeting.</i></p> <p>Board feels more comfortable approving a lesser amount at this time. And helping Holly explore the options on how to lower that mount (less pages, bulk prices on Shutterfly, scanning copies etc). Hourly staff could help with figuring out these options.</p>		
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	<p>The first might be to explore the prepaid bulk pricing option on Shutterfly.</p> <p>Board discussed what the lesser amount closer to \$1,700.</p>		
<b>Face Masks</b>		<p>Ryan motions to reallocate \$250 in the budget to cover OCS face masks to be provided as end of year gifts for students.</p> <p>Seconded: Heather F. 2nds</p> <p>0 Nays</p> <p>0 Abstentions                    <b>Motion Passes</b></p>	NA
<b>Teacher Compensation for Transition to Online Curriculum</b>	<p>The amount is obviously not commensurate with the amount of effort and quality of curriculum the teachers have provided but hopefully it begins to acknowledge how fortunate and appreciative we are of them.</p> <p>It should be noted that this compensation is most likely not an eligible use of PPP funds, but the Board feels some sort of compensation similar to our practice for compensating for moving location time is more than warranted.</p> <p>The Board understands more in-depth what the teachers have taken on with the move to online learning and should help promote that in our communications back to the parent community.</p> <p>Board needs to help highlight all the work they have been doing because it has been above and beyond.</p>	<p>Jessica Motions to reallocate \$2,250 for teacher compensation (\$750/teacher) to recognize their additional time and creativity to transition to and maintain a remote curriculum.</p> <p>Seconded: Ryan 2nds</p> <p>0 Nays</p> <p>0 Abstentions                    <b>Motion Passes</b></p>	NA
<b>Coordinator Position</b>	<p>Mariah has requested to be put in to be Enrollment Assistant and Lauren L for Records Coordinator.</p>	<p>Jennifer motions to award Enrollment Assistant Position to Mariah Blakenship.</p> <p>Seconded: Ryan 2<sup>nd</sup></p> <p>0 Nays</p> <p>0 Abstentions                    <b>Motion Passes</b></p>	NA

		<p>Jennifer motions to award Lauren L. Records Coordinator position.</p> <p>Seconded: Emily 2nds  0 Nays  1 Abstentions                      <b>Motion Passes</b></p>	
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Items for next meeting (if applicable):

Area of focus:	Item:	