

# Olympia Community School

Board of Trustees

Minutes

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

<b>Meeting Date:</b>	08.23.20
<b>Times:</b>	Scheduled – 9am <i>Called to Order – 9:02 Adjourned –</i>
<b>Location:</b>	Zoom Conference Room
<b>Minutes Prepared By:</b>	Jennifer Ulrich (Secretary)
<b>Quorum Present:</b>	Yes – 6 of 8
<b>Date Minutes Approved:</b>	10.21.20

**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 Jeriann Schriner Lauren Booher	Liz Perry (Enrollment Coordinator) Lauren Logsdon (Communications & Records Coordinator) Trisha Smith (Staff Coordinator) (Joined at 10:05) <del>Jennie Patton (Cleaning Coordinator)</del> <del>Jessica Wheeler (AP Coordinator)</del>	

Agenda Item	Discussion	Next Steps/Action Items/Vote	Resolution # (if applicable)
<b>Financial Aid &amp; Budget Discussions</b>	<p>We received two financial aid requests, which includes a member of the Board. <i>This person has recused themselves from any discussion or decision making in regard to financial aid requests.</i></p> <p>Family B: already receives a 30% reduction but after having conversations with the family it seems like what they are really wanting is to have some leeway on whether they can see if virtual learning is a good fit for their family.</p> <p>Jessica presented impacts of the staffing plans, rent options and then the impact on financial aid. All of the plans have us eating into our reserves. We have 38 enrolled students currently enrolled in the 20/21 school year but 39 is the breakeven target number.</p>		NA

	<p>Family A: has 2 students at OCS is requesting and qualifies for the 30% reduction.</p> <p>Board discussed looking at some reduced tuition rates to try and fill some of the open K1/K2 spots.</p> <p>Liz has some interest from a family that might be interested in taking a K spot if there is some sort of financial aid.</p> <p>Conversation and decision tabled until Wednesday.</p>		
<p><b>Staff Rates &amp; Roles</b></p>	<p>Staff coordinator sent out proposal that showed “Current” staffing plan currently in budget for normal in-person school and “revised” options to reflect new hours and roles for key staff members and the impact of those changes on the budget.</p> <p>Staff Coordinator is asking for a vote on at least the time period we are in remote/virtual, assuming the board can revisit once we move into hybrid model.</p> <p>Board tabled this conversation in order to talk through financial aid requests so we can look at both the staff hours and financial aid requests and their comprehensive budgetary impacts.</p> <p>The Board would need to vote on the hourly rate of pay for staff.</p> <p>With whatever rate is decided we would want to be very clear about their roles and responsibilities.</p> <p>We are asking them to take on enrichment roles which has historically been at a higher rate of pay then they are currently at along with teacher support staff. The hourly rates proposed by Trisha takes that into account and averages</p>		<p>NA</p>

	<p>between their current rates, enrichment rates and their new roles.</p> <p>It was also discussed that all over the place businesses are closing, people are being furloughed etc. It feels hard to be looking at wage increases when we aren't even at breakeven with current enrollment numbers.</p> <p>We very much want to retain Willow and Maddie but we also have financial responsibility to the school overall. It is a tough balance to strike. We very much want to retain both Willow and Maddie as they are strong OCS assets.</p> <p>Staffing proposal Option 3 presented has staff getting paid different rates determined by role and has less impact and our overall budget and allows us more flexibility increasing their hours etc.</p> <p>It was pointed out that in Staff Coordinators projections provided to the Board the 26wk calculation was incorrect and should have been 39 weeks which made it have a larger fiscal impact.</p> <p>There were some questions about the assumptions/calculations made in staffing proposal provided and its projected budgetary impacts. Without feeling total confidence in the numbers provided the board did not feel comfortable voting on the proposal without double checking these numbers proposed</p> <p>It is really hard to make the budget decisions with the nature's nurture property. It was suggested that maybe we offer what we feel comfortable with now and then</p>		
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	<p>once the large question of NN property is answered which we expect to happen sooner rather than later we revisit the hourly rates etc.</p> <p>Decision was tabled until Wednesday with sincere apologies to staff for an additional delay. Board has requested additional information from Trisha and Treasurer.</p>		
<p><b>School Calendar</b></p>	<p>Revisions to Draft Calendar: Teachers and board discussed if we can keep a full mid-winter break which is everyone's preference.</p> <p>In order to keep full mid-winter break: Make Oct 9<sup>th</sup> and May 28<sup>th</sup> snow makeup day regular school days. Move last day of school from 6/22 to 6/23</p> <p>Move half day from the Feb 5<sup>th</sup> to Feb 12<sup>th</sup>.</p> <p>Add half day on Oct 26<sup>th</sup>, have day on the March 29<sup>th</sup> during those conference weeks.</p> <p>We need to add half days for K previews.</p> <p>Make Jan 22, Feb 26, March 19 ½ for K preview.</p> <p>Move Feb Board meeting from 10<sup>th</sup> to 24<sup>th</sup>.</p>	<p><b>Jennifer motions to approve school calendar with modifications indicated in the notes.</b> <b>Seconded: Jessica</b> <b>0 Nays</b> <b>0 Abstentions</b>      <b>Motion Passes</b></p> <p>&gt; Heather &amp; Lauren L can work on updating calendar on google.</p> <p>&gt; Lauren L. will update word doc calendar and put in newsletter.</p> <p>&gt; Jennifer will load to website.</p>	<p>NA</p>
		<p>&gt;</p>	<p>NA</p>