

# Olympia Community School

Board of Trustees

Minutes

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

|                               |  |
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| <i>Meeting Date:</i>          | 08.26.20   |
| <i>Times:</i>                 | Scheduled – 6pm <i>Called to Order – 6:06 Adjourned – 7:45</i> |
| <i>Location:</i>              | Zoom Conference Room   |
| <i>Minutes Prepared By:</i>   | Jennifer Ulrich (Secretary)                                    |
| <i>Quorum Present:</i>        | Yes – 5 of 8   |
| <i>Date Minutes Approved:</i> | 10.21.20   |

**Attendance:**

| Board Members  | Teachers   | Coordinators  | Other |
|--|--|---|-------|
| Jessica Nau (President)<br>Heather Fitch (Vice President)<br>Ryan Black (Treasurer)<br>Jennifer Ulrich (Secretary)<br>Jason Tucker<br>Emily Wilkinson<br>Kirsten Winter<br>Heather A | Becky Schmid<br>Jeriann Schriener<br>Lauren Booher | Liz Perry (Enrollment Coordinator)<br>Lauren Logsdon (Communications & Records Coordinator)<br>Trisha Smith (Staff Coordinator)<br>Jennie Patton (Cleaning Coordinator)<br>Jessica Wheeler (AP Coordinator) |       |

| Agenda Item         | Discussion   | Next Steps/Action Items/Vote   | Resolution # (if applicable) |
|---------------------|--|--|------------------------------|
| Staff Rates & Roles | <p>Ryan presented overview of current budget for 20/21.</p> <p>There was a discrepancy between what Staff coordinator was working with for staff budget actuals from 19/20 and what ended up in the draft 20/21 budget which is why we had such a difference in the numbers presented.</p> <p>Delaying a decision on staff rates to today’s meeting was more about making sure we were looking at accurate numbers not that we didn’t want to give staff appropriate rates for their changing roles.</p> <p>Trisha’s proposal Remote Staff Option 4 had very little impact to the budget actuals from last year.</p> | <p>Jennifer motions to approve Staff Coordinators Remote Staff Option 4 while OCS is operating full remote.<br/>                     Seconded: Jessica<br/>                     0 Nays<br/>                     0 Abstentions                      Motion Passes</p> |                              |
|                     |  |  | NA                           |

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|---|--|--|----|
| <b>Financial Aid &amp; Budget Discussions</b> | <p>We received two financial aid requests that were discussed at last board meeting, 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><b>Jennifer motions to allocate an additional \$6,514 in additional financial aid to be allocated to applicant families.</b><br/> <b>Seconded: Jessica</b><br/> <b>0 Nays</b><br/> <b>1 Abstentions</b>                      <b>Motion Passes</b></p> |    |
| <b>Location</b>                               | <p>OCS asked for rent to be \$3,000/mn as opposed to her 3,500.</p> <p>Landlords counter: \$3k for 7 months, then \$3500 thereafter.<br/> *Or* first month free, which is the same thing a different way. We do the code compliance list and ongoing maintenance; she continues to be responsible for roof, furnace, hot water heater.</p> <p>Treasurer presented the budget impact of moving forward with NN property.</p> <p>Concluded that Ryan and Lauren L will proceed with negotiation, Ryan will reach out to some people that have more negotiation experience to assist as needed.</p> |  | NA |
| <b>Enrollment</b>                             | <p>Liz (Enrollment Coordinator) notified the board that they will be relocating in Nov but plans to keep doing the position remote as she can and also has a draft plan to train her replacement. Mariah has requested to still be trained as the enrollment coordinator even though they couldn't swing being enrolled at OCS and this is Liz's recommendation.</p>   | >  | NA |

Items for next meeting (if applicable):

| <i>Area of focus:</i> | <b>Item:</b> |  |
|-----------------------|--------------|--|
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