**THE OPEN SCHOOL BOARD OF DIRECTORS’ MEETING AGENDA**

**February 13, 2018**

**5:30 p.m.**

1. Roll Call – In attendance: Jessica Liggett, Sarah, Roberts, Delilah Pasman, Ashley Decker, Tara Springsteen, Bryan Ray, Shelly McFate, and Amber as teacher rep. Called to order at 5:35 p.m
2. Principles of Operation
	1. Listen to Everyone’s Ideas
	2. Include All Who Attend
	3. Wait to Speak; Don’t Interrupt
	4. Focus on the Topic at Hand
	5. Respect Others
	6. Agree to Disagree/Vote
3. Business (Old & New) – combined with Director’s Report
	1. Wrap- Presentation from Toyota’s Ian Roberts. Toyota will pay for one wrap in full. Cost may have changed ~1900.00 was last estimate.

Decide our budget and if we will move forward then follow up with Toyota.

Presentation of recognition plaque for Toyota of Laramie.

* 1. Teacher Budgets/Cooking:
		1. Cooking budgets for 2018/2019 should be in activities.
		2. Reallocation of classroom monthly budgets.
			1. Delilah moves that we take money from the budget to supplement cooking for the remainder of the school year. Tara Seconds. Motion passed.
	2. Laptop Updates- touchscreen, bags have been provided, check out policy has been signed and reviewed by teachers.
	3. 2018/2019 District/Open School Calendar- End Summer School 2019 on 7/26.
		1. Bryan moves to approve, Ashley seconds, Motion carried
	4. Tuition/Fees for 2018-2019-
		1. Supply Fee- Summer Fee $25 current, Fall Fee $35 current, Raise Fall fee to $40. Jessica Motions to raise fee to $40, Tara seconds, motion carried. Tuition Express- Fees remain the same.
	5. Parent Handbook/Illness policy- Revision of policy beyond what we currently have. Jessica moves to update, Sarah seconds, motion carried.
	6. Summer Enrollment Update- currently at 25 kids. Hoping for 40.
	7. Staff Evals- All are returning except Jessica. Sarah may pick up more hours. More duties for Carrie as assistant director. Jolene will be morning assistant director.
	8. Valentines Day- It’s happening 😉
	9. Bike Helmets- Parent provide helmet. Discount may be negotiated and rolled out to family. March 19th deadline for helmets in class. Fire Department/Police Department involvement. Motion to update handbook and policy for bike helmet use. Tara moves, Jessica seconds. Motion carried.
	10. Roof- $300.00 shingle replacement. Motion carried for repair.
	11. Giving From The Heart Grant- $250 funds granted. Advertisement promises will be fulfilled. Delilah championed this effort.
	12. City Grant- Shelly is applying currently. Will be applying in hopes of getting curriculum funding rather than repair.
1. Teacher’s Report – Miss Carrie’s class is learning about Valentine’s, Owls and Penguins, Rainforest, Owl pellets. Laura’s class is learning about food and Valentine’s day. New student Jude. Amber’s class is learning Valentine’s and pets from home, welcomed new student Rilynn.
2. Treasurer’s Report – bank reconciled through Dec. 31. 60 and 180 balances reported. Average for checking reported with emphasis on Summer drop.
3. Committee Updates
	1. Maintenance Committee – Roofing
	2. Evaluation Committee
	3. Family/Staff Relations Committee – Reaching out to families with cards/books.
	4. Fundraising Committee –Donations need to be finalized by 3/30, Raffle tickets on sale 4/16- Spring Raffle (Delilah), Popcorn fundraiser upcoming fall
	5. Strategic Planning –
	6. Event Committee –
		1. Art Show – UW Art Museum- End of March, 26th- Heather Story canvas for each class
4. Closure/Identify Follow-up Tasks – adjourned at 8 p.m., wrap/Toyota to be discussed via email before next meeting.

***NEXT MEETING:***

***March 20, 2018***