**THE OPEN SCHOOL BOARD OF DIRECTORS’ Minutes**

**February 12, 2019**

**5:30 p.m.**

1. Roll Call – present: Brant Schumaker, Bryan Ray, Sara Roberts, Shaunna Baysinger, Kelly Carpenter, Shelly McFate, Carrie King
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. Approval of past Minutes (tabled until March’s meeting)
4. Teacher’s report – Carrie reported that her class is learning about the rainforest and layers of the rainforest. They are also looking forward to their Valentine’s day party. Amber’s class is doing Valentine’s day themed activities such as sorting candy heart colors, making heart mosaics and name writing. They will then work on dental health for dental health month. Laura’s class is working on Valentine’s day activities as well, learning about working in groups, and will then have a circus theme.
5. Business (Old & New) – combined with Director’s Report
   1. Graduation – the high school does not have any time available for the stage use in May except for Saturdays. The teachers would like to have graduation back at the school this year as we have done in the past. A classroom ceremony and family picnic would be held in May at the school. Instead of a slideshow we could offer a DVD of photos from the year for purchase, around $5. Shaunna motioned, Kelly second, unanimous vote – graduation will be held at the school, a ceremony/party in the class followed by a family picnic on school grounds and a DVD for purchase.
   2. Funraiser – carnation sales, we will see how it finishes. Next school year Shaunna will put together a schedule that parents can see for the school year of upcoming funraisers and will discuss at orientations as well.
   3. Staff Evals – Shelly is holding staff evals and will report anything that the staff reports back of things they need. Discussion was held about sick leave for Teacher Assistants as they currently have no benefits. Shelly will work on handbook language and present to the Board.
   4. 2019-20 calendar – the ACSD1 calendar was used to plan the 2019-20 school year calendar. Discussion regarding the 2 ½ days that we finish in May earlier than the District, but it was decided this still works well for summer school prep and it is only 2 ½ days. Brant motioned, Shaunna second, unanimous vote to approve school year calendar.
6. Treasurer Report
   1. Account balances reported
   2. Budget – budget was looked at and adjusted for 2019-20. Tara/Shelly will update and provide to Tamie.
   3. Tuition increase – discussion regarding COLA for staff and tuition increases. Evaluated Open School rates vs. other centers. Brant motioned, Shaunna second for a 3% increase for any tuition package at 3 FT days or above, and a 5% increase for any tuition package below the 3 FT days, along with a 2.8% COLA at Director discretion. Also Brant motioned and Kelly second of rounding the cents on packages up to the nearest dollar. Both passed unanimously.
7. Committee Updates (as needed)
   1. Maintenance Committee – planning for spring maintenance day
   2. Evaluation Committee – meeting in Feb for Director eval
   3. Family/Staff Relations Committee – sent out 5 cards last month
   4. Fundraising Committee – spring raffle gathering items
   5. Strategic Planning set for 3/28
8. Closure/Identify Follow-up Tasks

***NEXT MEETING:***

***March 5, 2019 at 5:30 p.m.***