Board Meeting Minutes

12/14/16

11:00 p.m. - Jackson Charter School

Meeting called to order at 11:17 a.m. by Nathan Bryant. Board members present were Mike Williams, Scott Anderson and Nathan Bryant. Board members also present via telephone conference: Gerry Jenkins and Susan Loomis. Also present were Board Attorney Doug Henry, Jennifer Hall and Shavina Pierre.

1. Public Comment-None

2. FY17 Financial Update – Jennifer Hall

1. Budget to actual: We are keeping expenses down.
2. Overall: Revenue is higher than we budget $430k less in expenditures.
3. $150k ahead
4. Startup cost $200k that we won’t have next year.

3. FY16 Audit Update – Nathan Bryant

1. Completed successfully.
2. Can provide a copy of the audit if requested
3. We now have a Quorum at 11:44 Scott Anderson joined
4. Motion by Scott Anderson
5. Seconded by Mike Williams
6. All Aye

4. FY17 Financial Update – Jennifer Hall-Revisited

1. Cash flow: July-November Actuals holes for things that haven’t been paid.
2. The year-end cash flow Jun 30 looks good.
3. Payroll $220k/month. The only thing that will be reducing will be paraprofessionals.
4. Budget Summary: The revenue lines not collapsed. Bryant asked for this format to show how it is changing.
5. Budget Detail: This is the expanded chart of accounts.
6. Employee Benefits were in error. Wrong numbers were initially reported. They have been corrected. $122k difference for the whole year.
7. IFF loans: Nathan worked with Roxanne that got us out of the lease.
8. Waiting for response from IFF.
9. Motion for revised budget by Scott Anderson
10. Second by Mike Williams
11. All AYE

5. Fraudulent Checks – Nathan Bryant

1. Bank caught the checks
2. Eleven checks out of sequence
3. Implemented Positive Pay
4. CSV file sent to bank daily
5. Police were called and no report filed yet, Nathan will file. Shavina Pierre will go file the report if able.

6. Review of Minutes from last meeting: Williams under 6e needs a correction.

1. Mike Williams did not say there was a need for a major staff change.
2. Motion to Strike E with an amendment by Mike Williams
3. Anderson Second
4. All Aye

7. Motion for Executive Session pursuant to 5 ILCS 120/2(c)9 Student Discipline: Moved by Nathan Bryant, Seconded by Scott Anderson at 11:51 am. Regular session recommenced at 12:45 a.m. Present at the reconvening of regular session were Mike Williams, Scott Anderson, Nathan Bryant, Susan Loomis (telephonically), Gerry Jenkins (telephonically).

8. Weather Closing Policy – Angelique Malone

A. Angelique shared with we will follow RPS 205 when they are off.

B. No vote need

9. Board Member Recruitment – Nathan Bryant

1. Owner of Field Fastener Bill Deary, Nathan will contact.
2. Ann O’Keefe come back to it after the first of the year.
3. Carla Red out all of November, Jen will follow up.
4. Dr. Oates. We did not get to him yet.

All of the following topics are moved to the next meeting:

Air Conditioning Update – Scott Anderson, Susan Loomis

IFF – Nathan Bryant

Average Daily Attendance Plan to Improve – Angelique Malone, Susan Loomis

Strategic Plan Q1 Results – Angelique Malone, Susan Loomis

School Improvement Plan/Center for School Improvement – Angelique Malone, Susan Loomis

Summer Learning Overview – Angelique Malone, Susan Loomis

Strategic Planning for FY2018 – Nathan Bryant

10. Adjournment:

A. Motion by Scott Anderson

B. Second by Nathan Bryant

C. Meeting adjourned at 12:51 p.m.