

**Thomas Edison Charter Schools
Governing Board Meeting
October 1, 2014**

In attendance: Sonny Tuft, Kara Swensen, Estee Wilson, Adam Burris

Welcome/Conducting: Kara Swensen

Pledge: Sonny Tuft

Charter Highlight: Estee Wilson reported on the section that talks about encouraging parents to volunteer 4 hours per month.

Training Objectives: Adam - working on creating effective charter school boards. A board is liable for its own policies in a court of law. Staff should be clear on what they should enforce.

Adoption of Agenda - Kara Swensen: Amend agenda to not include minutes.

Motion to approve the agenda as amended without approval of minutes: Adam Burris

Second: Sonny Tuft

Unanimous

Public Comment: None

FLSA Presentation - Thayne: Thayne gave a short summary of the Fair Labor Standards Act. The act includes regulations for child labor, minimum wage, overtime and exempt employees. Employees cannot waive right to receive overtime.

New Board Member Recommendation - Kara Swensen:

Motion to appoint Emma Bullock to the board effective after the board meeting: Kara Swensen

Adams specified she is filling Shane Topham's term ending in May 2015. The board was extremely impressed with her and excited to have her on the board.

Second: Estee Wilson

Unanimous

Contingency Expense - Melani Kirk: Melani Kirk reported that the \$4,750 for roof repairs will come out the Edison South's regular budget, not the contingency.

Website - Shem Smith: Shem received two bids and facilitated conversations between the people updating the website and the bidders. The bids were from Edlio and Frogummy. Both do a lot of work with charter schools. Edlio's pricing is \$5,400 every year. They provide a content management system (cms) so the school can upload information.

Frogummy did a presentation and broke down the costs: \$3,500 for the initial set up, \$50/hour for changes in design. They also have a cms for \$400. They will work on a bid for the lunch program. The recurring cost with Frogummy are around \$80.00 per year.

Policy Amendments - Adam Burris: Changes to the cash disbursement policy come from a state training. It specified that the business manager will provide some extra reports. We are already doing these things, but want it documented to make sure it continues to be done on a monthly basis. (Principals will be able to review monthly payroll and automatic payments.)

Motion to approve the cash disbursement and purchasing policy with the change to removing the words "excluding payroll" in third paragraph: Adam Burris

Second: Sonny Tuft

Unanimous

Personnel Requests - Scott Jackson/Melani Kirk:

Edison North needs one additional special education aide in middle school.

Motion to pull from contingency to allow Mr. Jackson to hire an additional special education aide for this year: Adam Burris

Second: Kara Swensen

Unanimous

One of Edison South's special education aides resigned. A fourth grade aide took that position. Her position has not yet been filled.

Lynette Whitehead has been hired as a replacement middle school special education aide. She just graduated with a special education degree.

Motion to approve the hiring of Lynette Whitehead for special education aide position: Kara Swensen

Second: Estee Wilson

Unanimous

Finance Report - Jim Peterson: October 1st is a critical day every year for charters, as that date determines the funding for the year. Revenue rates tend to fluctuate for the next few months. The enrollment numbers were from today, but might change a little.

Jim reviewed the enrollment numbers for both schools. The standard that the state has set for schools to achieve for surplus is 5%. It appears that Edison North will achieve it, Edison South is still below that. This has to do with less students and clarification in the law having to do with how charter schools are treated with the one year hold harmless for student enrollment.

Jim also showed the encumbered unrestricted funds from previous years. The estimate for what was left from last year is not final.

The contingency takes into account the decrease in health insurance.

Principal Reports - Melani Kirk/Scott Jackson:

Melani:

- The emergency evacuation drill awesome. The entire student body was out of building in about 2 minutes and off the property in under 10 minutes. It was absolutely silent, another gate is needed. The drill concentrated on the run portion of an emergency. The hide portion will be discussed at our next faculty meeting.
- The Parent Organization stopped supporting the lunch program and it has been taken over by the office.
- A lot of work, time and energy went into the Fall Festival. They made over a thousand dollars more this year than last.
- The school is again encouraging parents to get online and look at students' grades. There are quite a few more this year.
- After the roof repairs we have no leaks.

Scott:

- Scott stayed home on Monday to work on UCA with all the changes and updates. He contacted Steve throughout the day and needs a little bit of data from Edison South. He will send portions of it to the board.
- There was a scare today. Three students were diagnosed with the highly contagious MRSA staff infection. The students were pulled from the school and the nurse was contacted. The students will be fine. Desks, chairs and the mats in gym were disinfected. There should not be a problem.
- Fall festival results were a little lower this year. The date conflicted with other community events, such as homecomings. It was a wonderful evening, and they did well financially, but it was much less crowded.

Motion to adjourn: Kara Swensen