

Board of Directors Meeting

Marine Village School

Thursday, June 1, 2023, at 6:00 PM - Via Zoom

In attendance:

- Dr. Kim Kokx (MVS Principal)
- Win Miller (President)
- Peter Gardner (Vice President)
- Daryl Timmer (Board Member)
- Dave Dochniak (Board Member)
- Kate McDearmon (Board Member)
- Linda Tibbetts (Board Member)
- Jennifer Cress (Board Member)

Absent:

- None
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I. Record Meeting

II. Call meeting to order

Meeting called to order at 6:00 PM by Win.

III. Approve the Agenda

The motion by Linda, seconded by Kate, to approve the agenda was carried unanimously.

IV. Approve Meeting Minutes

The motion by Kate, seconded by Daryl, to approve meeting minutes was carried unanimously.

V. Executive Director Report

- a. Enrollment – We are at 98 with continued tours being given to prospective families. Kim feels comfortable starting the next school year with this number. She gave a huge thank you to everybody who made this happen.
- b. Aladdin in Spanish – This play starts tomorrow with a dinner theater the following night.
- c. End of School Year – Next week will be cleanup, yearbooks, and waterslides.
- d. Principal Licensure – Although it is not required at the charter school level, Kim feels it is important for Marine Village School. She is attending Saturday classes from 9-5 for the next year.
- e. Staff Interviews – Kim has a solid group of potential candidates for board review and approval.

VI. Finance

- a. Need Treasurer – Win has not found a treasurer, nor has he advertised. Win will send an email to all the new parents and describe the duties to see if someone will be up for the position.
- b. Financial Position – Nicole highlighted the April Finances – we are now 83% through the budget year which is based on an average of 31 students. She is watching cash closely. Nicole pointed out that we are owed lease aid. She explained the legislative updates regarding Library Aid and Student Support Funding. The threshold includes schools under 300 students which get \$20,000 from each fund for a total of \$40,000 for the next fiscal. This includes library expenses for specialists, electronics, audio-visual, info tech and tools, electronic resources, furniture equipment or supplies. Purchases need to be made in the fiscal year 2023-2024. Student Support can be used to serve as a school staff such as a counselor type position. EL students changes from \$704 per student to \$1,228. This is significant for schools that have EL students. Nicole and Win talked about the budget because they will need to revise it from what was approved in May. Nicole advises that this is done in October, after we get the full account of students into MDE, instead of each time it is updated. Thereafter, we will be able to fine-tune the budget. In the meantime, Nicole will run worksheets to help keep track of budgeting moving forward.
- c. FY2024 Insurance Package for general liability and workers' compensation. Budget – if we want to add Business Interruption Insurance, we can for \$2,7073.31. *The motion by Daryl, seconded by Pete, to accept the insurance package, as presented, was carried unanimously.*

VII. Security

- a. True North Proposal – Win continues to investigate this protection. This is not going to happen fast, according to Win.
- b. Docuware Proposal – The proposal was shared in May; however, Win wishes not to act on this tonight. Rather, he wants to have another meeting with the vendor once school is out for the summer.
- c. CMERDC Software Proposal of \$16,425 – The board was not sent this proposal to view prior to the meeting. Therefore, it was tabled until the July board meeting to give members adequate time to review.

VIII. Committees

- a. Governance – No report.
- b. Academic – Daryl reported that a great discussion was held at the Academic committee meeting. One thing discussed was resources for teaching – one of the big things discussed was what does scope and sequence really mean. How can we show how the core knowledge meets the MDE standards? They were debating what that means for MVS. How do we empower teachers? The committee is working on compiling a list of teaching tools in the area.

- c. Finance – No report.
- d. Community Outreach – The committee met twice in May to discuss the upcoming fundraiser: Be a Hero, Add Some Zeros. The group also discussed what theme we should do for the Fourth of July Parade. We need to help spread the word for the fundraiser.
- e. Facilities – Kate reported that she met with a plumber to discuss the pipe updating for the four-hole sink. The committee discussed transportation possibilities as well as the cleaning plan.

IX. Promotions

- a. Gala Dinner –June 24, 2023. Be a Hero, Give some Zeros. \$75 per ticket. Maximum 100 people.
- b. Summer – No report.
- c. Fourth of July Parade – Kim is working on a theme.

X. Board Topic

- a. Annual Meeting – Although we are not required to hold an annual meeting, Win decided he would like a meeting in July or August via Zoom or in-person. Kate said the Annual Report is separate from the Annual Meeting. Brad said the audited financials would not be ready by August. Brad would suggest the annual Board meeting is really a macro meeting of major accomplishments and resetting the compass. Win will look at dates in August.

XI. Authorizer Comments

Brad gave an authorizer update from legislative session. For Win and Kim, as we head into next year, Dr. Peterson will be convening two meetings for board chairs and school directors so you can network around common issues, successes, challenges, etc. Brad said we have done exemplary things for the community with grace and dignity.

XII. Discussion Items

- a. Keys – Win has the list of all keyholders. He doesn't want to issue a key to every board member. Jenn noted if a key could be "checked out" from the office for board members, that would be appropriate.

XIII. Closed Meeting – Personnel Discussion

Linda moved, seconded by Jenn, to close the meeting. Motion passed unanimously. The meeting closed at 7:21 p.m.

Win reopened the meeting without objection in his authority as chair at 7:55 p.m.

Linda moved, seconded by Win, to reimburse Kim for educational expenses not to exceed \$18,000 for principal certification. Motion passed unanimously.

Kate moved, seconded by Daryl, to approve the hiring and salary for the 2023-2024 school year. Motion passed unanimously.

XIV. Next meeting via Zoom. Regular monthly meeting is held on the first Thursday of the month at 6:00 PM.

- a. Thursday, July 6, 2023
- b. Thursday, August 3, 2023
- c. Thursday, September 7, 2023

XV. Adjournment

Win ended the meeting in his authority as chair. The meeting ended at 7:57 PM.