

# ***Access Charter School-Meeting Minutes***

## ***February 5, 2014***

### **I. Call to Order**

The meeting of the **Access Charter School Governing Board of Directors** commenced at 6:00 p.m. on Wednesday, February 5, 2014.

### **II. Roll Call**

**The following board members were present:**

**Theresa Campbell**  
**Kyle Havill**  
**Neil Middendorf**  
**Herb Smetheram**  
**Liani Steenekamp**  
**Joseph Thairu**  
**Roger Watkins**

### **III. Old Business / Open Items**

- A.** The meeting minutes from the November 20, 2013 Board Meeting were reviewed. Kyle Havill motioned to approve the minutes. Herb Smetheram seconded the motion. All board members were in favor.
- B.** Roger Watkins presented the Director's Report. Some items mentioned include: the school currently has 100 students and 16 on the waiting list. Registration for next year will begin in April. The annual fundraiser will be May 9, 2014.
- C.** Roger Watkins presented the Treasurer's Report. The budget for the end date of December 31, 2013 was reviewed. Joseph Thairu motioned to approve the budget. Herb Smetheram seconded the motion. All board members were in favor.

### **IV. Action Items**

- A.** Budget Amendment #1 dated December 31, 2013 was reviewed. The numbers were based on the difference in FTE funds received versus what was anticipated and some changes in expenditures needed for the school programs. Kyle Havill motioned to approve Budget #1 and Liani Steenekamp seconded the motion. All board members were in favor.
- B.** There was an open discussion about the property on Magnolia Street for our future school site. The following conclusions were reached: Herb Smetheram will be the point person for this project. We are awaiting the results of negotiations to obtain the pricing for the building and the adjacent lot.

- C.** Princeton House has offered a one year lease renewal at the same amount for next school year. They will also commit to sending their maintenance person to shampoo the carpets in our building twice a year. They would like a decision by March 1, 2014. Joseph Thairu will be writing a letter to Princeton House asking for an extension until May 1, 2014. Bishop also offered a one year lease renewal for the annex, but will increase our rent by \$166 per month. They would like our decision by May 1, 2014.
- D.** The Center for Reform Judaism (CRJ) contacted Roger Watkins and would like for our school to move to their facility at a substantial cost savings. The property is zoned for only 75 students. The CRJ has already started the process to change the zoned number of students. Theresa Campbell motioned to actively pursue the move to the CRJ. Neil Middendorf seconded the motion. All board members were in favor.
- E.** The Teacher Salary Allocation Plan was reviewed. The increases to the teachers' salaries are already accounted for in the Amended Budget. Kyle Havill motioned to approve the Teacher Salary Allocations. Joseph Thairu seconded the motion. All board members were in favor.
- F.** The school will be awarded a Technology Grant of \$6000 once a bandwidth of 100 kb per student is achieved. Roger Watkins did a cost comparison between our current provider Wind Stream and Brighthouse. Brighthouse will be able to achieve the increase in bandwidth at a substantial savings as well as using more updated technology. Herb Smetheram motioned to use Brighthouse instead of Wind Stream. Liani Steenekamp seconded the motion. All board members were in favor.
- G.** The speech therapists services were discussed. In order to continue to have the 2 speech therapists currently working at the school, we will have to buy out their contracts. We will have to pay a flat fee of \$9000 and an additional fee of \$2000 per therapist. Roger Watkins has conducted an extensive search for speech therapists and is confident the current therapists will be what the school needs going forward. Liani Steenekamp motioned to buy out the contracts. Joseph Thairu seconded the motion. All board members were in favor.
- H.** Kyle Havill was nominated and accepted the position of Board Treasurer. Theresa Campbell motioned to approve the appointment of Kyle Havill as Board Treasurer. Neil Middendorf seconded the motion. All board members were in favor.
- I.** Theresa Campbell will be resigning from the Board in June 2014. Herb Smetheram and Liani Steenekamp will be forwarding information to Roger Watkins for potential new board members.

**J.** Governance Training must be completed by all board members by June 2014.

The next Board Meeting is scheduled for March 19, 2014. Kyle Havill motioned to adjourn the meeting. Neil Middendorf seconded the motion. All board members were in favor. The meeting was adjourned at 7:50 pm.

Prepared by Board Secretary, Theresa Campbell, February 6, 2014