



## Board of Directors - Regular Monthly Meeting

*June 18, 2013 6:00 – 8:00 pm*

Grace and St. Stephen's Episcopal Church  
601 N. Tejon St., Colorado Springs, CO 80903

### **MINUTES APPROVED ON 07-24-2013**

1. Call to Order – 6:00pm
  - a. Roll Call - Rita Issagholian, Neah Douglas, Laurie Ristig, Eva Manz-Jackson, Melanie Chadwick, Kim Armes, Sandra Johnson-Benning, Christa Valdez, Sarah White
  - b. Read Mission and Vision Statements
  - c. Public Comment - None
  - d. Approval of May 21, 2013 Minutes - Motioned to approve minutes as they are by Laurie Ristig, 2nd - Eva Manz-Jackson. Motion passes.
  
2. Operational Business –
  - a. Director's Report
    - i. 2013-14 budget review. Motion to approve budget as-is. Motion: Eva Manz-Jackson. Second: Sandra Johnson-Benning. Motion passes.
    - ii. CCSP grant management – on track to receive \$215k for Y1.
    - iii. Enrollment – Survey results - all grades full except kindergarten and 6th. Most families expressed deep dedication to the school. Status of student handbook - in progress.
    - iv. Hiring – vacant positions include strings, janitorial, all aftercare. Status of employee handbook - in progress.
    - v. Employee Benefits plan – Benefits set up. Begin on July 1st.
    - vi. Facilities Committee – Walk through on July 1st with Kris Garnhart. Take photos and note any pre-existing damage. Start moving on the office and setting up the garden in week one, week two Christa and her team begins painting classrooms. Playground will be nature-scaped after the plastic playground is removed.
    - vii. Insurance: Bus. Property, liability insurance,, workers' comp all on track and being submitted by Rita.
    - viii. 501(c)(3) application mailed on June 5, 2013
    - ix. Time, Talent, Treasure survey sent out. Responses are being sorted so that we may call on specific volunteers as they are needed.
    - x. Open house on the evening of August 11th. Teachers should plan on having their rooms ready by this date. Classroom tours, potluck, possibly live music. Sandra is coordinating this event.

3. Board News and Training

- a. Elise's term ends – THANK YOU!
- b. Working session to review select sections of our charter contract postponed to August
- c. July Board meeting – we'll review the Board Member Agreement and sign it. Please review on Google Doc.
- d. June 23 – Meeting to define committees. Those attending so far are Rita, Neah, Raj (via Skype), Sandra, Melanie, Laurie & Christa Valdez
  - i. Already expressed interest in serving on
    1. Festivals Committee – Eva Manz-Jackson & Linda Johnson
    2. Outreach Committee – Elise Bowan

4. Adjournment

- a. Next Board meeting: Wednesday, July 24th from 6 – 8 pm @ ***Mountain Song Community School*** 2904 W. Kiowa St.
- b. Motion to adjourn @ 7:49pm