Healthy Learning Academy Board of Directors

Meeting MinutesMinutes March 30 2023. **Draft**

**Board members present at the meeting**: Bernd Liesenfeld, Bettianne Ford, Sheila Crapo

**Others in attendance**: Suzanne Borganelli, Karen David, William Karcinski, Rebecca Carr

Meeting convened at 4:01pm with tour, classroom portion began 4:34pm, ended 5:50 pm.

**Agenda Items**

* Meeting minutes from the January meeting were reviewed and approved. Bettianne moved to approve, Sheila seconded – all approved.
* Construction:
	+ Fencing to be done mid April.
	+ New concrete pads for sheds are required because current sheds are on pallets that are rotting through.
* Upcoming improvements.
	+ Getting floors and carpet quoted for classrooms. Summer target for execution
	+ Working to get mulch into playground – supply problems with playground grade mulch have prevented this from already being done – it’s being worked on. Asking ACSB for sourcing help to ensure playground is properly maintained.
	+ Playground: fundraising to be more promoted on media!
* Strategic planning:
	+ June meeting. Re-establishing annual meeting and confirmation of BOD.
	+ Plan for savings: still reviewing correct institutions and will transfer money after paying expenses to end of school year.
* Board Liaison had nothing to report for complaints or incidents.
* Guardian notes: incidences of doors left open are creating gaps in school hardening. Staff obligations to follow safety guidelines will be written into contracts for next year, and enforcement will be emphasized. Proposed demerits / education sessions for violators.
* Financials and issues of financial impact.
	+ Some shuffling of staffing is taking place, with teachers assuming certain grades based on needed work experience and best situational staffing. This is operational, and the board is being informed but no vote or board action is needed.
	+ There is a plan to add a counseling position at the school to support the large population of at-need students that are insufficiently served by the present outside agency providing services, but whose needs have evolved partly owing to pandemic related conditions, as well as deficits in educational support prior to entering HLA. This allows some cost shifting to reimbursement categories expressly designated for this support. An additional upside is that this can relieve Principal Borganelli of some counseling that had fallen to her and allow her to correctly service the supervision needs for teachers and classrooms.
* A timeline was devised for annual tasks needed at board meetings. Upcoming priority items are strategic plan review in Feb, then teacher salaries discussion to begin March, finalize in April. School budget in Mary with final approval in June.
* **Board meetings scheduling update**: by Zoom – proposing 4th Thursday of the month. Upcoming proposed dates are (always 4pm by zoom except as noted): April 27th, May 25th, June 22nd?