



**Governing Board Meeting Minutes for:
Friday, December 20th, 2013
10:00am**

Governing Board member attendees: Ryan Frazier, Ricky de Aragon, Christi Julian, Barbara Johnson
Other Attendees: Keri Melmed, Kelle Bongard, Becky Jobes, Erica Konieczny, Ryan Marks, Christopher Chavez, Kendra Padgett

Governing Board member absentees: Danielle Felder, Quanda Singleton, Kevin Miller

- I. RF called the meeting to order at 10:16 am
- II. Approve Agenda - RdA moved to approve the agenda, BJ seconded, passed unanimously.
- III. Approve meeting minutes: November 2nd, 2013 – CJ moved to approve the minutes for November 2nd, 2013, RdA seconded, passed unanimously.
- IV. Community Voices – Public Comment- none
- V. Reports: see attached
 - a. ED – TCL/RF
 - b. Principal – KM
 - c. Data Report: Attendance/Grades/Demographics/FRL Rates and participation - RM
- VI. Finances:
 - a. November Financials – Kendra
 - i. PPR-projected for December was \$6354 and what came in was \$6346 this is a decrease of ~\$37. There are a number of factors that contributed to this decrease. CDE is working to find a way to cover the deficit. No recommendation to make changes to the budget at this point.
 - ii. Projected deficit is \$61,776
 - iii. Reviewed November statements on Monday, things are on track, close look at property related services...added some money to snow removal budget and lawn care is contracted through March
 - iv. Any changes to PPR will be communicated as they come in...
- VII. Discussion:
 - a. School Innovation and Future Planning Committee Report – Ryan
 - i. Met on Dec 12, Ryan Frazier, Danielle Felder, Keri Melmed, Terry Croy Lewis, Rick Boos...brainstormed and looked at multiple next steps. Terry will start a Strengths-Weaknesses-Assets-Threats (SWAT) analysis as it pertains to the future of HPA for next meeting. Terry and Keri will develop a survey to put out to the community to help committee understand what it is that HPA families value most about HPA and what they value most for their children. Terry and Keri will have a copy of the survey to the board at the next meeting. Terry and Keri will solicit teachers who are interested to join the committee. Christie Julian will reach out to families that may be interested in attending the next meeting.
 - ii. Next meeting date and time – January 22 @ 5:00 pm
 - b. Saunders' permit/bond and Starwood Agreement – Terry

i. Terry not in attendance and no update could be made

VIII. Approve:

a. Financial Policies –Kendra

i. Updating the purchasing policies and procedures, Terry sent out a draft, looking for board approval on the document-includes information on budgeting, signing of checks, vendor relations, audits, accounting procedures and policies, etc.

1. RdA moved to approve changes to this document, CJ seconded, passed unanimously

b. Purchasing Card for Director of Activities – Kendra

i. \$1200, Erica, Director of Activities, will submit bill with detailed receipts and it will be looked at to make sure it is in compliance and in budget

ii. CJ moved to approve this item, RdA seconded, passed unanimously

c. Additional Logo Options for Husky Wear – Chris Chavez

i. Want to update the look of the shirts so they are more modern to increase sales, t-shirts \$8, hoodies \$15-\$18...three logos available pending approval from the PTO board

ii. BJ moved to approve, RdA seconded, 3 in favor 1 apposed, motion carries.

iii. Uniform policy will be discussed in January

IX. Executive Session – personnel

a. BJ moved to go into executive session at 11:34, CJ seconded, passed unanimously.

b. Resumed general session at 12:00.

X. Approve Mid-Year Performance Pay – Ryan

a. BJ motioned to approve mid-year performance pay for Executive Director Dr. Croy Lewis, CJ seconded, passed unanimously.

XI. Adjourn Meeting - RdA moved to adjourn the general session board meeting at 12:10, BJ seconded, passed unanimously