

Minutes 04-09-12 Board Meeting

Call to Order – 2:26 p.m.

Board Members present: Raymond McDaniel, Mindy Holohan, Chris Hanks, Tracey Brame. Principal Erin Melcher also present

Not attending: Lorissa MacAllister, Doreen Bolhuis, Tim Glasser

1. Approval of Agenda
 - a. HOLOHAN moves to approve agenda
 - b. Hanks support; **passed unanimously**
2. No minutes to approve
3. Reflection: Holohan presented a list of people to whom we owe thanks, and whom we should recognize.
4. No public comments
5. Anti-Bullying report
 - a. the CDC staff met regarding a checklist and required components from the state regarding an anti-bullying policy.
 - b. Erin Melcher worked with the Discovery D childrent and the teachers through CP.
 - c. Students wrote “letters” to bullies; Erin some of those with the board.
 - d. Erin will work to put the policy in place by the end of the year.
6. Commercialization Policy
 - a. Holohan reviewed a proposed commercialization policy with the board. The board went over the terms of the policy, as well as comments on it made by parents and staff.
 - b. The board decided to defer action until the full board meets again. It likely won't take effect until next school year.
7. Capital Campaign
 - a. Transition
 - i. The board discussed immediate steps that need to be taken to make sure that Jeanne Englehart's work on the capital campaign survives her departure.
 - ii. Erin Melcher and her staff will send letters out to the Campaign Committee, potential donors, and the parents. The letter describes the Englehart's transition and the continuation of the campaign.
 - iii. Erin will have letters sent out with the next LINC explaining Jeanne's departure to parents.
 - b. Position posting
 - i. The board decided to post the fund development position until the end of April with a goal of holding interviews in early May.

- ii. MacAllister will receive the resumes through the school, and MacDaniel will ask Englehart to help narrow the field for interviews.
- 8. Non-profit review
 - a. Hanks is still working on development of the non-profit board, particularly in light of Glasser's limited time to work on it.
 - b. The board is encouraged to recruit potential members
 - c. Brame will talk to the non-profit program at Cooley law to get answers to some of Hanks' questions, particularly about the relationship between the two boards.
- 9. Facility Update
 - a. McAllister is working ICCF on the rental of the Jefferson building. He is going to set up a meeting with the ICCF rep about the terms of a lease.
 - b. Brame will help with the review of lease terms.
- 10. Bolhuis resignation
 - a. Board accepts resignation of Doreen Bolhuis. McDaniel suggests some kind of exit process to determine why we have lost a couple of key people (Englehart, Bolhuis) lately.
 - b. Board will consider an exit interview for at least Englehart, with some thought as to who should be in that interview.
- 11. Adjourn – Hanks MOTION, Brame support, **approved unanimously**

Raymond and Mindy suggest a Dropbox for the board. Mindy will start a Dropbox for for the board.

New non-profit -

Phil and Tessa from the accounting firm will look at the books for the early childhood program. Melissa and Erin are working together on combining the program. Chris put together a rough estimate of how much it will take to open the program. cxs