



*A tuition free public charter school*

# Meeting Minutes

## December 13, 2016

### Burns Sci-Tech

#### I. Call to order

Mr. Steve Cousins called to order the regular meeting of the Burns Sci Tech Board at 6:07pm on December 13, 2016 in the Burns Sci-Tech library.

#### II. Roll call

Mr. Catheline conducted a roll call. The following persons were present: Mr. Engele, Mr. Catheline, Mr. Demers, Mr. Cousins, Dr. Fischer Carne, Mr. Appy, Mr. Amalifitano, Mr. Clinton arrived at 6:25pm.

#### III. Approval of minutes from last meeting

Mr. Catheline read the minutes from the last meeting. Motion to approve Mr. Engele, 2<sup>nd</sup> Dr. Fischer Carne. The minutes were approved as read by roll call vote unanimously.

#### IV. Public Participation

- a) none

#### V. Reports and discussion/action

- a) Bylaws pending until next regular board meeting.
- b) **Principals Report:** Dr. McGee explained the letter from the Department of Education informing us that Burns Sci Tech is a high performing charter school.
- c) **Accreditation Update:** February 6<sup>th</sup> and February 19<sup>th</sup>. Committee arrives February 20<sup>th</sup> and 21<sup>st</sup>. Board members are to be present for accreditation team meeting.
- d) Dr. McGee requested extra meetings for Board member workshops. The board agreed to hold workshops on January 31<sup>st</sup> and February 13<sup>th</sup> at 5:30 pm in the cafeteria.
- e) **Strategic planning committee meeting:** scheduled for January 10<sup>th</sup> - Mr. Cousins, Mr. McGee, and Ms. Hyatt.
- f) Dr. McGee informed the board the ECO Grant would not work for our upcoming project.

- g) **Parking issue:** Edgewater Rotary Club is assisting Burns with the new parking lot location.
- h) **Advertise for Architects:** Dr. McGee is sending R.F. Q's out to potential firms.
- i) Dr. McGee explained the 5% to 2% change in district moneys in regard to our budget.
- j) Dr. McGee informed the board the 15-year charter contract letter is ready to go to district.
- k) Dr. McGee informed the board of two new teachers being hired.
- l) **Treasurers Report:** Dr. Fischer Carne requested approval of the audit after the board read through it. Motion Mr. Engele, 2<sup>nd</sup> Mr. Clinton. Motion to pass audit by roll call vote, passed unanimously. Dr. Fischer Carne explained changes in line items in the new budget. Budget status is in the black. 1<sup>st</sup> reading, vote will be held over to next board meeting for 2<sup>nd</sup> reading, motion Mr. Clinton, 2<sup>nd</sup> Mr. Appy, motion passed by roll call vote unanimously for 1<sup>st</sup> reading.
- m) **Committees: Docs:** enrollment policy, no action needed
- n) **Building:** n/a
- o) **Safety:** n/a
- p) **Grants and fundraising:** Mr. Demers informed the board we are waiting on status of response of possible main act.
- q) **Health:** Salad bar is open and the smoothie bar is on order.
- r) **Grievance:** n/a
- s) **Finance:** n/a
- t) **Board member issues/ concerns:** Mr. Engele expressed concern about dogs on campus. Issue to be added to next agenda.
- u) **Public announcements:** January 24<sup>th</sup> next scheduled board meeting at 6pm and two workshops scheduled for January 31<sup>st</sup> and February 13<sup>th</sup> at 5:30pm at Burns Sci Tech.

## VI. Adjournment

Mr. Steve Cousins adjourned the meeting at 8:07pm. Motion to Adjourn Mr. Demers, 2<sup>nd</sup> Mr. Catheline.

Minutes submitted by: Mr. Catheline