

**Lincoln Street School
Governance Committee
Meeting Minutes
November 5, 2014**

The meeting of the Lincoln Street School Governance Committee was held on the above date. In attendance were: Charles Allen; Tim Morehouse; Beckie Bouchard; Denise Cottingham; Christi Deveraux; Storm Fuchs and Tammi Kibby. Lorna Manuel was absent

- Call to Order** Tim Morehouse called the meeting to order at 3:29 pm.
- Roll Call and Pledge Of Allegiance** All members present except Lorna Manuel
Charles Allen led the Pledge of Allegiance.
- Approval of Agenda** Move to approve by Tim Morehouse, seconded by Beckie Bouchard the agenda for this meeting held on the above date. The motion carried unanimously.
- Organizational Meeting** Charles Allen solicited nominees for election of officers. Beckie Bouchard motioned, seconded by Storm Fuchs to elect Tim Morehouse for Chairperson for the Governance Committee. Motion carried unanimously. Beckie Bouchard announced her last day as administrator and suggested her replacement be elected as Assistant Chair. Charles Allen motioned, seconded by Christi Deveraux, that Lorna Manuel, as suggested by Beckie Bouchard be elected Assistant Chair. Motion carried. Meeting calendar was established as follows: January 7, 2014; March 4, 2015 and May 16, 2015. Charles Allen moved to approve seconded by Beckie Bouchard the meeting calendar. Motion carried unanimously.
- Consent Agenda** Tim Morehouse solicited a motion to approve consent agenda. Beckie Bouchard moved, seconded by Charles Allen to approve consent agenda. Motion carried unanimously.
- School Report** School report provided by Christi Deveraux, Lead Teacher for Lincoln Street School. The total students served this year at 90 and present enrollment is 75. Charles Allen asked about exits during this time and why families exited so early after entering. Discussion was held in which Christi explained the unique fit for families attending Lincoln Street and also shared the enrollment process. The resource teacher at

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Lincoln Street has been has been a great addition. Christi noted the school has had a great turn-out for events held thus far. Professional development for all staff has been implemented and Christi Deveraux is the support teacher for Aaron Peterson regarding BTSA. Lincoln Street will hold its first fire drill on Monday, November 14th.

CBO Report

Denise Cottingham offered the CBO Report and noted the 2014-15 budget was based on enrollment of 85 students. On CBED Day Lincoln Street was at 65.8 which will result in a reduction of revenue of \$130,000.00 if enrollment doesn't increase. Budget cuts were discussed.

New Business

Beckie Bouchard shared the LCAP was approved and it is a 3-year plan living document which overlaps with SARC and must be updated annually. Tim Morehouse asked if the LCAP is tied to funding as in a traditional school. Beckie noted formula and distribution is the same as a traditional school. Christi Deveraux shared that Lincoln Street has subscribed to Document Tracking Services and is in the process of updating information.

Beckie Bouchard shared the office manager job description and salary 8.3-8.5 which would require the position be moved to a Lincoln Street School Employee rather than a TCDE employee. Charles Allen moved to approve, Beckie Bouchard seconded approval of office manager and salary schedule as noted. Motion carried unanimously. Beckie motioned and Storm Fuchs seconded to hire Tammi Kibby for the office manager position. Motion carried unanimously. Denise Cottingham explained the stipend to be included temporarily while waiting for PERS permission to contribute to retirement funding as a charter school. Until that time, which should be in January, Tammi Kibby will be paid a stipend to cover the difference in the salary schedule. Insurance will remain the same and be approved as an amended item as what is currently in place. Beckie Bouchard moved to approve items 8.5-8.8 as amended. Charles Allen offered a second, motion carried unanimously. Authorizing signatures for committee was discussed and Charles Allen motioned to approve Denise Cottingham and Beckie Bouchard with Beckie's replacement be approved as authorized signer. Christi Deveraux shared the upcoming events for Lincoln Street are Career Day, Building Dedication, Book Fair, Community Concert and Monday Clubs.

Discussion

Beckie Bouchard shared positive input from parents regarding hosting Monday Clubs rather than different club times during each week Christi Deveraux explained that the parents were involved in the initial decision making on how clubs would be offered this year.

Next Meeting Date

The next meeting will be held January 7, 2015 at 3:30 p.m.

Adjournment

There being no further business the meeting was adjourned at 4:20 pm.