

**Governance Board Meeting
Sheboygan Leadership Academy
Sheboygan, WI
Regular Meeting Minutes
Tuesday January 29, 2019**

The regular meeting of the Governance Board of the Sheboygan Leadership Academy (SLA) was held on Monday the 29th day of January 2019 at 6:00pm at Sheboygan Leadership Academy, upstairs conference room, 1305 St Clair Avenue Sheboygan, Wisconsin. This regular meeting was announced in compliance with the Open Meeting Law of the Wisconsin State Statutes.

Present: Mrs. Karen Grupe, Mr. Mark Hickmann, Mr. Andrew Morgan, Mrs. Denise Quasius, Mr. Tim Stielow, Mrs. Laura Studee

Absent: Mr. Darryl Carlson, Mrs. Jessica Schaezter, Mrs. Jenny Taylor

Call to Order

Meeting was called to order at 6:07 pm by Mrs. Denise Quasius

Approval of Agenda

The agenda for the January 29, 2019 Governance meeting was reviewed. A motion was made by Mr. Mark Hickmann and seconded by Mr. Andrew Morgan to approve the agenda. All voted Aye.

Approval of Minutes

The minutes of the December 17, 2018 meeting were reviewed. A motion to approve the minutes was made by Mr. Mark Hickmann and seconded by Mr. Andrew Morgan. All voted in favor.

Open Session (Community Input)

None

Principal's Report

a) Section I: Student Outcomes

- i. School update – Mrs. Laura Studee gave the following reports:

Enrollment Update:

Current registered enrollment: 207

Intradistrict enrollment for the 2019-2020 school year continues, projected enrollment for the 2019-2020 school year is 200

Presentation was given to 30 families of 3K students at the Kohler Arts Center

Assessment Update:

Pals testing and Star testing were completed last week.

Marketing Update:

Billboard advertising being considered

LTC students have been approached to update the school's brochure

Community Outreach Update:

Talent Show was January 24. Attendance 200.

School fundraiser to be held on February 23.

Operations:

Breakfast is being served from 7:30am to 8:30 am.

Second quarter report cards are out.

Dana Fisher is the new alliance police officer.

Work with the City continues on the cross walk.

Staffing:

Ms. Kristen Bork ,who has an art teacher license, and is owner of Urban Artique is a long term substitute teacher for this position.

Ms. Stacey Osterberg has been hired as the second grade teacher. She has 9 years of teaching experience

Two breakfast servers have been hired

Prior to Mrs. Laura Studee's presentation, Mr. Andrew Morgan and Mrs. Karen Grupe were excused from the meeting, leaving the board short of a quorum. No motion was made to approve the principal's report.

General Reports

b) Section II: Board Oversight

i. Charter Oversight:

1. Oversight obligations through the end of February 2019 were reviewed.

ii. Committee Reports:

1. Executive Committee:

- a. No meeting was held.

2. Financials:

- a. Mrs. Karen Grupe provided a financial up date. Revenues year to date through December 31, 2018 were \$1,732,516 with expenses of \$721,193 resulting in revenues exceeding expense by \$1,011,323. The balance sheet reflects total assets of \$2,450,009 total liabilities of \$330,821 resulting in a total equity position of \$2,119,188. The operating account balance stood at \$431,881.

The finance committee approved and recommended Governance Board approval of the December 31, 2018 financial statements as presented. A motion was made by Mrs. Karen Grupe and seconded by Mr. Mark Hickmann to accept the financial report. All voted Aye.

- b. Mrs. Karen Grupe indicated the audit of the 2017-2018 fiscal year has been completed by the accounting firm Schenck and it was reviewed by the finance committee who recommended approval.

A motion was made by Mrs. Karen Grupe and seconded by Mr. Mark Hickmann to accept the audit reports from the accounting firm Schenck.

- c. Mrs. Karen Grupe indicated the 2019-2020 budget is completed. The budget incorporates the salary increases that were discussed previously so that we can remain competitive with SASD. It also includes the new breakfast servers, the Employee Assistance Program and professional development dollars. The Finance

Committee approved the 2019-2020 budget.

Mrs. Karen Grupe made a motion that the Governance Board approve the 2019-2020 budget as presented. Mr. Mark Hickmann seconded the motion. All voted in favor.

A motion was made by Mr. Tim Stielow and seconded by Mr. Mark Hickmann to approve the finance committee report as presented. All voted Aye.

3. Facilities

Mr. Mark Hickmann reported the following:

- a. Engineers representing electrical, plumbing heating and air conditioning and structure have viewed the building for the architect's report to the building committee.
- b. The safety film on the front door, 4 surveillance cameras and the door badge readers funded under the safety grant have been installed.
- d. Summer projects being considered: replacement of a portion of the roof, LED lighting in grades 1-3, replacement of middle school flooring, replacement of the flooring in the elementary school area, painting the interior, replacing of door locks, and replacing the playground equipment .
- e. The blueprint for the proposed cross walk in the middle of the block has been drawn up by Mr. Kevin Burns and presented to the City of Sheboygan's Ryan Sazma. It has been stated that no developers agreement is needed. The may install the side walk with the cost of maintenance.

A motion to accept the facilities report as presented was not able to be made due to a lack of enough members to complete a quorum.

4. Personnel:

Mrs. Denise Quaisus reported that at the last personnel committee meeting:

- a. The days off without pay policy along with reimbursement for course work policy were discussed.
- b. The EAP was put in to effect on February 1, 2019, with orientation this week.
- c. The perfect attendance award of \$200 to teachers along with the FMLA Act and the benefits of HSA accounts were presented to the teachers of SLA.

No motion due to a lack of a quorum.

5. Legislative

Mr. Andrew Morgan reported that:

- a. At the January meeting it was decided to inquire of the board the course of action it would like the legislative committee to take. Board response: initiatives for charter schools at the State Legislative level, school funding at the state legislative level, Sheboygan County school administrators joint meeting with representative state legislators.

No motion due to a lack of quorum.

6. Recruitment

Mrs Denise Quasius reported that:

- a. No meeting was held
- b. Two individuals who have expressed an interest in joining the finance committee have been invited to a finance committee meeting. Rose Lee has joined the committee.

iii. Fundraising update:

- a. Come Away with Us fundraiser date is February 23, 2019. Theme is come away with us to New York.

c). Section III: Board Development

i. Strategic Plan

1. Strategic planning goals for 2018-2019 school year have been completed.

Unfinished Business

Refinancing of current school loan will not occur as projected budget indicates sufficient cash flow to repay debt on schedule.

New Business

None

The meeting adjourned at 7:18pm.

Next SLA Governance Board Meeting: February 25, 2019 at 6:00pm



Timothy L Stielow, Secretary Sheboygan Leadership Academy Governance Board

The mission of the Sheboygan Leadership Academy is to inspire students to become leaders through their academic achievement, moral development, and service to others.