

OAKSTONE COMMUNITY SCHOOL BOARD OF TRUSTEES MEETING

Thursday July 23, 2020

OPENING OF MEETING

ATTENDEES:

**Board President Jason Warner
Board Vice President/Secretary Sherry Chapin
Board Trustee Jere Corven
Board Trustee Thad Boggs
Board Trustee Kelli Reavling-Cobb
Superintendent Heather Kronewetter
Fiscal Officer Johanna Gladman
The Public**

1) WELCOME

- a) Board Agenda Approval**-Jason Warner moved the agenda be amended with the word "Quarterly" removed from 4f) i.v. and added to 4i), then approved.
Motion: Warner Second: Reavling-Cobb
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y
- b) Minutes Approval, Last Regular Meeting**
Motion: Chapin Second: Warner
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs

2) STANDING COMMITTEE REPORTS

- a) Finance Committee**
- i) Monthly Bank Reconciliation & Reports- June 2020**
Motion: Warner Second: Chapin
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y
- ii) Monthly Report of Credit Card Activity & Board Attestation-June 2020**
Motion: Warner Second: Corven
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y
- b) Curriculum and Accountability**
- i) New Board Member Recruitment**-Jere Corven told the board that there were four inquiries made in response to an interest email sent to parents. After follow-up, one declined, one made no further response, and two applied. Corven then introduced Amber Baker and Scott Duffy the two applicants in attendance. Both Baker and Duffy briefly shared their experiences and concerns as OCS parents, and interest in joining the board.
- ii) Jere Corven told the board the next Curriculum and Accountability Meeting is Monday August 10, 2020 4pm**

- 3) a) FY21 Temporary Appropriations Revision No.1**-Jason Warner deferred to Fiscal Officer Johanna Gladman. Gladman told the board the revision is due to changes in salaries and in the Summer Placement Contract. These changes result is an approximate 53,000 increase in cash as of July 1, 2020.
Motion: Warner Second: Chapin
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y

- 4) b) Then and Now PO #1704- Jason Warner deferred to Fiscal Officer Johanna Gladman. Gladman told the board the purchase order was 296.70 for web hosting.
Motion: Warner Second: Chapin
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y
- 5) c) Capital Assets Disposal- Jason Warner deferred to Fiscal Officer Johanna Gladman. Gladman told the board assets 2736 iPad and 2738 iPad were not located during inventory in December and June.
Motion: Warner Second: Corven
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y
- 6) **ADMINISTRATION ITEMS AND UPDATES**
- a) Monthly Residences Verification Update-Superintendent Heather Kronewetter told the board all residences verified for the month. School also continues to receive annual verifications for the start of the school year.
- b) School Improvement Plan Update-Superintendent Kronewetter reviewed with the board that the plan is required because of Priority Status related to OCS' graduation rate. While students can legally stay until age 22 due to federal law, the plan identifies goals to increase the 4-5 year graduation rate. OCS continues with the state support team in academic accountability for students win different grade and ability levels. The state report card effect from state tests having been cancelled due to COVID remains unknown.
- c) Wellness Funds Report- Superintendent Kronewetter told the board the funds were used to serve 10 students that were significantly impaired by the COVID school closure. Intervention blocks of Academic, Social and Behavioral supports provided by CCDE helped get students back to a baseline to remain with their families. The blocks will continue to be available as needed. This is a wise use of state supplied Wellness Funds for students mental health.
- d) Remote Learning Plan- Superintendent Kronewetter told the board she is delaying presenting the plan until August because more requirement details are needed. For in-person instruction, there will be 10 or less students per classroom, cleaning stations and face shields. Kronewetter noted 90% of families want their students to attend in-person class.
- e) Staffing Issues and Updates
- i) Staffing Vacancies- Superintendent Kronewetter told the board she is seeking 1 more Intervention Specialist, and 2 more Classroom Aides. More staffing is needed due to COVID precautions.
- ii) Sick Time Transfer- Superintendent Kronewetter told the board an new hire requested transfer of 40 acquired paid sick days from their previous position. Kronewetter proposed a transfer of 20 days pending board approval.
Motion: Warner Second: Chapin
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y
- iii) Pay Adjustment- Superintendent Kronewetter told the board the pay increase from 44,000 to 52,000 was for retention of a valued employee. She noted the pay for the HR/Payroll position was on the lower end of the pay scale, especially for the employee's expertise. With the increase comes additional administrative assistant responsibilities.

f) Policy Updates

- i) Title IX Grievance Procedures for Employees and Students-** Superintendent Kronewetter told the board the sponsor sent a Title IX policy from a policy service that supplies policy language for new policies and revisions. Kronewetter then took this policy to OCS legal counsel Brian DeSantis for review and revision. The revised procedures name Kronewetter as the Compliance Officer and outlines administrative and staff training. They will be included in staff and student handbooks as well as posted on the school website.
Motion: Warner Second: Chapin
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y
- ii) Employee Complaints of Sexual Harassment-** Superintendent Kronewetter told the board the policy name her as the Compliance Officer and outlines procedures.
Motion: Warner Second: Corven
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y
- iii) OCS Student Complaint of Sexual Harassment-** Superintendent Kronewetter told the board the policy name her as the Compliance Officer and outlines procedures.
Motion: Warner Second: Corven
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y
- iv) OCS Harassment and Sexual Harassment Policy-** Superintendent Kronewetter told the board the policy name her as the Compliance Officer and outlines procedures.
Motion: Warner Second: Reavling-Cobb
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y
- g) Student Handbook Update-** Superintendent Kronewetter told the board updates include the previously discussed Title IX Harassment Policy to include sex, gender and sexual orientation. Also included, graduation requirements, a No Visitors Policy (due to COVID), early/late release procedures, and quarantine guidance due to COVID (if a student is absent more than 10 days due to COVID, a medical excuse must be provided), and Home/Remote Instruction.
Motion: Warner Second: Corven
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y
- h) Summer Placement Contract Update-** Superintendent Kronewetter told the board the update included students not previously listed.
Motion: Warner Second: Reavling-Cobb
Roll Call Vote Warner Y Chapin Abstained Jere Corven Abstained Reavling-Cobb Y Boggs Y
- i) Quarterly Credit Card Reviews Q1 and Q2 2020-** Superintendent Kronewetter told the board the quarterly review is in addition to the monthly attestation. It shows the school has 1 credit card that is in the Superintendents possession and the credit limit.

- 7) **SPONSOR ISSUES AND UPDATES**-No sponsor in attendance
- 8) **PUBLIC COMMENT PERIOD**-Comments already made during Board Member Recruitment item 2bi
- 9) **CLOSING**
 - a) **Next meeting:** Due to the need to meet again before the beginning of the 20-21 school year, the Board of Trustees reconvenes on Wednesday August 19, 2020 at 6:00pm. This will include the Annual Meeting where officers are elected, committees are assigned and mandatory Sunshine Law training is conducted.
Motion: Warner Second: Corven
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y
 - b) **Adjournment-** It is recommended that the Board of Trustees adjourn.
Motion: Chapin Second: Corven
Roll Call Vote Warner Y Chapin Y Jere Corven Y Reavling-Cobb Y Boggs Y

Board Member Signatures upon Minutes Approval

Jason Warner

JASON WARNER gms

Sherry Chapin

Sherry Chapin gms

Jere Corven

JERE CORVEN gms

Thad Boggs

THAD BOGGS gms

Kelli Reavling-Cobb

Kelli Reavling-Cobb gms