**HEALTHY LEARNING ACADEMY**

**Board of Directors Meeting – February 13, 2018**

The meeting was called to order at *5:10* PM by Bettianne Ford.

1. ***Welcome and Purpose of Meeting***

* Board members present at the meeting: Bettianne Ford (President), Sharon Sperling (Treasurer), Lucia Knowles (Secretary), Sheila Crapo, Bernd Liesenfeld, and Jacqueline Swank (via phone). Also present: Principal, Anni Egan, Lynn Little, Amber Matts, Suzanne Borganelli, Rebecca Carr, Mike Collins, Threnody Hatch, John Becker, Tim Egan, Mary Ann Harris, Katje Jenisch, and Angie Thomas.
* Anni informed those present at the meeting that she has been experiencing some medical issues and she (as well as her doctors) feel it is her best interest to resign at the end of this month (February 2018).
* Persons signed in for public comment: None.

2. ***Discussion***

* Short Term Plan: The staff suggested and the board agreed that the staff will maintain the status quo for the remainder of the year with responsibilities and duties assigned as followed:

A). Mike Collins and Rebecca Carr would keep up the financials with Sharon Sperling’s guidance.

B). Suzanne Borganelli (assigned as ACIIS administrator) would complete the staff’s observation with Lucia Knowles completing Suzanne’s observation.

C). Mike Collins, as the Dean of Students, would be the first in command and Amber Matts, as Head of Curriculum, would be the second in command. Sharon moved to resolve financial powers and other principal operations from Anni Egan to Amber Matts and Mike Collins and further authorize Bettianne Ford to sign financial and administrative forms concerning HLA. **Bernd seconded the motion. Motion carried.**

 D). Anni will talk to Kathy Atull/Edward Jones about retirement accounts and other things that need to be

 placed under another person’s name.

* Long Term Plan: A committee to plan for a new Principal/Director containing Lucia Knowles, Jacqueline Swank and Bettianne Ford would begin the process of looking at job descriptions and protocol for hiring someone to fill Anni’s position.
* Communication with Parents and Students- Anni felt this would be better if done after her award celebration.
* Staff Items- The new job descriptions for Amber Matts and Mike Collins were reviewed. A motion was moved to accept the new job descriptions, salary adjustments, and make the pay retroactive. **Bernd moved to approve the motion, Sheila seconded. Motion carried.**

3. ***Spirit of Gainesville Award: Anni was honored with this award and a celebration will be hosted at HLA by the staff on Thursday, February 15th at 6:00PM to honor her.***

4. ***Public Comment Period***

None

6. ***Adjourned 6:42 PM***

***Future Meeting Dates:***

March 13, 2018 4:30PM-6:00PM

May 15, 2018 4:30PM-6:00PM