

Board members present at the meeting:

In person at HLA: Bernd Liesenfeld, Bettianne Ford,

Zoom: Sharon Sperling, Sheila Crapo

Others in attendance: Suzanne Borganelli, Karen David, Rebecca Carr (Zoom)

Meeting convened at 4:05pm, ended 5:34 pm.

Agenda Items

- Meeting minutes from the April meeting were reviewed and approved. Sheila moved to approve, Bettianne seconded – all approved.

- Construction: and planning
 - Quote received for classroom floors installation for \$10k. Flooring itself is separate. This is for the 6 classrooms and attendant bathrooms. Plan is to use durable waterproof vinyl laminate flooring. Estimates are about \$4-6 per sq ft for materials, so total project cost for flooring in neighbourhood of \$25k.
 - Concrete slab and shed work: estimate is \$3k for slab, plus cost of new shed. That part will be a variable.
 - Playground fundraising still active. Reviewed some fundraising options. Noted that best time for fundraising is Beginning of Year, but also EOY and holidays.

- Budget and funding.
 - Staff updates.
 - **Insurance:** There is concern about cost of insurance. Based on professional feedback and advice from Arnold law, we cannot expect to participate with ACSB insurance pool because not paid directly through them. That option is economical for the employee, but family coverage is still a HIGH cost, apparently above marketplace rates available (which of course depends on tax status / income also). Possible options, finances allowing, might be to provide a loyalty bonus for senior employees (5+ years of service for instance) to help offset the high and increasing cost of insurance and allow retention of most senior personnel without losing them to a place with lower insurance costs.
 - **Staffing:** Principal Borganelli has a cunning plan to rotate teachers' class levels to gain experience, and add a counselor to more effectively address issues for all stakeholders. HLA is adding a counselor position that will more immediately address students' (and staff's) psychological needs. This is particularly important and efficient as it allows management to offload student / staff support tasks that are consuming lots of time and refocus on staff supervision and development, while also more professionally supporting the HLA ecosystem. Support needs have dramatically increased since pandemic times, and this is a position that can be partly supported through one Mill funding, so it's the most efficient and effective way to manage community mental health support.
 - **Salary proposals.** Salary proposals were received and discussed again, and the current proposal was approved by motion: S Crapo moved to approve, BL seconded, all approved.
 - **Employee contracts are being written for next year.** Updates to contracts will include language specifically outlining expectations for all employees to support the school safety and security plans to ensure that staff are all fully aware that student safety is an absolute priority.
 - **Funding:**
 - The state level FTE funding per student has increased meaningfully (as we understand it by about \$180 per FTE), so this adds a little to the budget.
 - TSA funding is applied directly to teaching position salaries.

- A special teacher bonus program has been eliminated. This has no net effect on the budget since it was a flow-through item that went directly to teachers, but it does affect the net income for teachers.
- Discussion was made of certain line item expenses and most efficient resource allocation for items ranging from electronics to janitorial supplies. It was noted that it would be possible to request parental support for supplies, but that with HLA serving a diverse socio-economic community this should only be on a voluntary basis, and that the most palatable way to support supply needs would be to publish a wish list for classroom items.
 - There was a fraud incident where a bad actor stole mail with a check in it, relabeled and then cashed it. HLA quickly caught the event, alerted the bank and recovered the money. In response to this new threat HLA engaged an additional protective service from the bank that's essentially a multi-part verification process (cost of \$50 / month).
- Board Liaison had nothing to report for complaints or incidents. A substitute teacher provide a letter expressing her positive experience with HLA.
- Principal Borganelli updated the board on various milestones and events to complete the 2022-23 school year.

- **Board meetings scheduling update:** by Zoom / in person – June 22, 4pm. No July meeting scheduled.

AI notes:

- The group discussed updates on various topics such as construction, fundraising, staff changes, and counseling positions. They also talked about the approval of meeting minutes, social media outreach, strategic plans, and the school budget for the year. - [PLAY @0:00](#)
- Bernd, Sheila, and Sharon discussed the timeline for the BOD meetings, evaluated the cost of new flooring and concrete for the back slab, and estimated a total capital outlay of around \$30,000. They also discussed the possibility of redoing the baseboards and the need for a meeting to discuss it further. - [PLAY @12:29](#)
- Sheila, Bernd, Sharon, and others discussed the school budget, including figures from last year and adjustments for the upcoming year. They also talked about changes in funding and expenses, such as the removal of the mental health allocation and the possibility of advertising for more students. - [PLAY @24:30](#)
- Bernd, Sheila, and Rebecca discussed various topics including the school's gardening program, changes to parent nights, funding disparities between schools, and insurance options. They also talked about upcoming department visits and the budget for the district. - [PLAY @37:35](#)
- Bernd, Rebecca, Sharon, and Sheila discussed various topics including employee benefits, teacher pay raises, and cost-cutting measures for supplies such as paper towels. They also briefly mentioned the importance of taking social security benefits early. - [PLAY @48:31](#)
- The group discussed adding language to employee contracts regarding safety regulations, specifically the importance of keeping doors closed and locked at all times. They also considered the idea of creating a wish list for school supplies that parents could contribute to instead of asking for donations or payment. - [PLAY @59:55](#)
- The group discussed various topics including safety concerns with propped open doors, exploring opportunities for playground equipment funding, and a fraudulent check that was discovered and reported to the bank and authorities. They also read a positive letter from a substitute teacher. - [PLAY @1:10:32](#)
- The group discussed various topics including positive pay, changing school start times, upcoming events, and changes in addresses. They also talked about challenges and achievements in the school, such as spelling bees and fast testing. - [PLAY @1:22:21](#)