

Board members present at the meeting:

In person at HLA: Bernd Liesenfeld, Bettianne Ford,
Zoom: Sharon Sperling, Sheila Crapo, Tiffani Ray

Others in attendance: Suzanne Borganelli, Karen David, John Weissler (in person); W Karcinski and Rebecca Carr (Zoom)
Meeting convened at 4:05pm, ended 5:56 pm. Board actions in underline

Agenda Items.

- Meeting minutes from the May meeting were reviewed and approved. Bettianne moved to approve, Sheila seconded – all approved.
- Construction: and planning
 - Quote for classroom floors installation is \$10k. That includes removal of carpeting, preparation and installation of flooring, but flooring itself is separate. This is for the 6 classrooms and attendant bathrooms with each measuring at slightly over 400 sq ft. Plan is to use durable waterproof vinyl laminate flooring. Staff identified an attractive material at cost < \$2/sq ft, so the project will come in at \$15-16k total as projected. Board moved to press ahead and pay for materials and deposit for labor immediately, which will assign those capital improvement costs to the budget year of 2022-23 still. Sharon motioned to approve immediate execution of flooring, Sheila seconded, all approved.
 - Concrete slab and shed work: estimate was \$3k for slab, plus cost of new shed. That project is to go forward under management oversight.
 - Playground fundraising still active. In order to have a playground available for start of school, management proposed sourcing an off-the-shelf product that could be assembled on site. The district apparently has no problem with this. Board asked that site prep not be neglected to assure proper cushioning by mulch preparation.
- Budget and funding.
 - **Staffing:** Secretary Carr has resigned, and plans are for a replacement that will be more directly focused on secretarial and administrative duties, with support and supervision from K David and S Borganelli, so this will be a more entry-level position with district competitive remuneration.
 - **Budget.** The budget as written was supplemented with additional updates received in last days on FTE worksheets for 2023-24. Note that these numbers are not final as yet, so will be updated for accuracy as better information is available to management. The budget as provided and annotated for above was approved by BOD motion: Sharon moved to approved, BL seconded, all approved.
 - **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.
- Board Liaison had nothing to report for complaints or incidents. W Karcinski, current liaison will relinquish the role after 5 years and there are several prospects for the role within staff, to be selected by management after reviewing with them all the required tasks.
- **Board activity.** Board members Sperling, Ford, Crapo and Liesenfeld were serving terms requiring renewal summer 2023. BOD moved and approved unanimously to extend terms another 3 years and all accepted. Tiffani Ray joined last year and her term is continuing. Previous staff member Lynn Little also expressed interest in



joining, and the board encouraged her participation – with a formal vote not to take place after providing board materials and discussion with her.

- **Safety Plan.** HLA has an extensive safety plan drawn up with law enforcement and district officials. BOD reviewed the plan. B Liesenfeld moved to accept and T Ray seconded – all approved to accept the safety plan.
- **Board meetings scheduling update:** by Zoom / in person – June 22, Aug 22, Sept 19, 4pm. No July meeting.

AI notes: due to using a single computer as microphone for in-person meetings the sound resolution is worse, and the AI is having a more difficult time with faint voices. These are unedited AI notes of relatively low quality.

- Suzanne asked if anyone else was trying to get in, but Bernd said no. Suzanne proceeded to do something multiple times. - [PLAY @0:00](#)
- Suzanne attempted to find the minutes but couldn't locate them. She asked Berncefe to do the minutes instead. - [PLAY @0:43](#)
- Suzanne and others were searching for something they had a lot of but couldn't find. They thought it might be in the meeting notes and discussed the non-attempting board members. - [PLAY @1:13](#)
- Suzanne, Sharon, and Sheila discussed various topics such as fundraising, insurance, and staff changes. They also approved a proposal and set a timeline for future meetings. Mrs. Carr resigned and a new staff member, Jake the third, will be joining the team. - [PLAY @1:55](#)
- The group discussed the search for a new employee, the possibility of Mrs. Carr staying on as a contractor, and the cost of replacing the flooring. They also reviewed the budget and considered using funds to pay for the flooring. - [PLAY @14:50](#)
- Rebecca, Suzanne, and Sheila were discussing their budget on Zoom, but experienced technical difficulties with screen sharing. Despite this, they were able to pull up the budget and realized they needed to adjust it. - [PLAY @30:00](#)
- The group discussed the budget and made adjustments based on previous spending. They also talked about teacher salaries and the possibility of receiving TSA money, but were unsure if it would be included in their contracts. - [PLAY @35:46](#)
- Rebecca announced her resignation from her job as a school secretary due to a new job offer, but assured everyone that she will not leave them in a lurch. The group discussed the school budget and the need to do some additional fundraising to cover expenses. - [PLAY @52:04](#)
- The group discussed budget adjustments and paying a refundable deposit for a flooring project. They also talked about hiring a full-time secretary and assigning various tasks to staff members. - [PLAY @1:02:21](#)
- The group discussed various tasks and responsibilities within their workplace, including the need for a new kitchen manager and the delegation of certain duties. They also mentioned the possibility of leaving the job or going on vacation. - [PLAY @1:16:12](#)
- The group discussed safety and security procedures for their school, including a reunification plan and evacuation spots. They also talked about adding new members to their board and ensuring staff members have access to safety protocols. - [PLAY @1:20:58](#)
- The group discussed safety and security procedures, including updating staff contact information and purchasing a \$2,400 item for the campus. They also talked about a recent medical emergency and a lockdown that occurred during the year. - [PLAY @1:31:23](#)
- Sheila and Suzanne were trying to locate something and asked Miss Karen for help. They discussed securing it once it was found. - [PLAY @1:41:36](#)
- Suzanne was having trouble sharing a picture and was frustrated with the process. Sheila tried to help by asking if Suzanne had a soft picture of it earlier. - [PLAY @1:43:00](#)
- Suzanne and Sheila discussed various topics such as fundraising, travel plans, school staffing, and upcoming deadlines. They also talked about the need to check emails regularly and the importance of finishing tasks by July 15th. - [PLAY @1:43:44](#)