

Cedars International Academy

High School Campus

Minutes for January 10, 2019

Present: Dr. Mark Butland, Dr. Melissa Biegert, Dr. Maria Seidner, Mr. Barney Schultz, Dr. Sharon Frederick

Also present: Mr. Varghese Panachakunnil

Special Note: In recognition of *Board Appreciation Month*, students (that started out at Cedars Elementary) presented the Board members with Edible Arrangements and a signed card from the staff.

Dr. Seidner called the meeting to order at 12:00 PM

The Board went into closed session at 12:03 PM

At 12:23 PM, the Board came out of closed session. Mr. Schultz moves and Dr. Biegert seconds to accept the minutes with the cited corrections. The Board unanimously approves.

Rick Wallen has resigned from the Board due to job obligations and it was recommended by Dr. Seidner to seek a replacement with a Business/Real Estate background.

Superintendent Report

Mr. Varghese reported that the planning for the recruitment marketing campaign to increase enrollment is underway. Discussion included suggestions about the narrative, inclusion of comparative performance data, and Dr. Frederick will follow up about participation at ACC community events with an Information Booth.

Principal Reports

Attendance at the Elementary school is at 390 and 145 for the High school.

The “House” infrastructure at the High school has been implemented at the Elementary school and has been well received!

The first dance is planned at the High school by the Student Council and discussions underway about a nominal ticket fee for admittance.

15 students were invited to Microsoft at the Domain and 10th and 11th grade GOVT and HIST students will participate in a Mock Trial in Bastrop as Observers.

Connections will be established with Google, Apple and Microsoft.

Budget and Finance Report

Mr. Blalock provided the following budget corrections/amendments:

- Corrections needed in the Activities (?)
- Food Services budget should be increased; projections were too low
- Reallocation of Maintenance and Operations funding to Training & Professional Development
- Small increase needed in IDEA

Auditor's Report must be completed by **January 29th, 2019**.

Mr. Schultz suggested the Financial Report include a column for project Revenue and Expenditures.

Technology Report

Both schools experienced networking issues and the current vendor's services was not up to par. A bid has been submitting to upgrade. Funding has been requested through E-Rate. We receive an 80% discount.

Dr. Butler will look into the use of equipment at ACC Highland if needed.

Nutrition and Food Service Report

Recent audit didn't go very well and corrective action due **February 7, 2019** for the following:

- Verification System (income, signatures, date applications received, SSN)
- Applications not processed within 10 days
- Headcount
- Completion of Civil Rights Training (was submitted)

Assistance was provided by Region 13 and Mr. Blalock. Staff meeting scheduled to discuss improvements.

Action Items

- a. Dr. Butland moves and Mr. Schulz seconds the motion to approve the Financial Report. The Board unanimously approves.
- b. Dr. Butler moves and Dr. Frederick seconds the motion to approve new hires in personnel. The Board unanimously approves.
- c. Dr. Butler moves and Dr. Frederick seconds the motion to accept the Core Beliefs with corrections. The Board unanimously approves.

The next board meeting is 12:00 PM on February 14, 2019 at the High school.

At 2:20 PM, Dr. Butland moves and Dr. Seidner seconds the motion to adjourn. The Board approves unanimously.