

BOT MINUTES

Compass Classical Academy

3/2/21 | Meeting called to order by Donna Chase @5:32 pm

In Attendance

Peter Fogg (Zoom) Scott Maltzie (Zoom) Cindy Reinartz (Zoom)
Donna Chase Shannon Hill (late @ 5:35 via Zoom)
Judy Tilton Helen Hanks (Zoom)

Non- BOT members in attendance

Beverly Learned Kathy Rago

Donna Chase moves to open the meeting at 5:32 pm, seconded by Scott Maltzie. Roll call Vote-

Peter Fogg, yes Scott Maltzie, yes Cindy Reinartz, yes

Helen Hanks, yes Donna Chase, yes

Motion carries.

Approval of Minutes

Scott Maltzie moved to approve the minutes as amended, Peter Fogg seconded, Roll Call Vote-

Peter Fogg- Yes

Cindy Reinartz- Yes

Donna Chase- Yes

Scott Maltzie- Yes

Shannon Hill- Yes

Helen Hanks- Yes

Motion Carries, February 2021 minutes are approved.

Financials

Beverly Learned offered the bank balances.

Operating Account- \$212,413.99

Grant Account- \$509,941.99

Foundation Account- \$20,708.84

Farm Account- \$1375.00

BINGO Account- \$24,991.99, \$20,994.00 is ours

COCA Account- \$2,482.56, \$300.19 is ours

Beverly Learned asked the BOT to consider moving \$250,000 to the Farm account to cover the mortgage and to alleviate the \$250,000 maximum FDIC insurance.

Scott Maltzie offered that we should check with our auditors about the \$250,000 rule, Judy Tilton offered that she would check.

Peter Fogg offered that moving money around is part of doing business, and as such we should limit the exposure with the over \$250,000 rule, and we can with the number of accounts we have.

Beverly Learned offered that even if we do not move \$250,000, we need to move some money around citing that the mortgage for 37 March comes from this account and we will be overdrawn if we do not vote on moving funds this month.

Scott Maltzie; Last time we moved enough money for 3 months at a time and that seemed to work.

Scott Maltzie motions to move \$10,000 from operating account to Farm account, Shannon Hill seconded.

Discussion-

Cindy Reinartz- We should move the money as a stop gap, but we should talk to the auditors about the best course of action going forward to meet with the FDIC rules.

Peter Fogg- we should move \$25,000 to the Farm account. This will alleviate the need to move smaller amounts of money around more times per year and remove some of the FDIC burden from the Grant account.

Donna Chase offered this may be a cleaner solution.

Scott Maltzie offered a friendly amendment to move \$25,000 from Grant to Farm account.

Scott Maltzie and Shannon Hill withdrew previous motions for fund transfers.

Peter Fogg motioned to move \$25,000 from Grant account to the Farm account for purposes of paying the mortgage, Cindy Reinartz seconded motion.

Roll Call Vote-

Peter Fogg, yes	Scott Maltzie, yes	Cindy Reinartz, yes
Helen Hanks, yes	Donna Chase, yes	Shannon Hill, yes

Motion carried.

Beverly Learned offered that we have received conformation from TD bank that we have passed the first round of PPP forgiveness in the amount of \$157,560. This is the first round, we will still need to be vetted but the SBA, however the SBA takes heavy input from the approving banking institution.

Committee

Judy Tilton suggested we form a policy committee to review and update policy. Judy Tilton asked for volunteers for the Policy committee.

Kathy Rago, Helen Hanks and Shannon Hill volunteered to take part.

The building committee met with Dennis Meyer architect's and Fred Matuszewski architect's, in conjunction with Sullivan Builders.

Judy Tilton offered that both presenters offered similar services- Initial drawing with floor plans and a 3-D walkthrough for marketing and that both offered similar price ranges, \$18-20,000 for the design, elevation, floor plans and a 3-D walkthrough. This does not count the \$7500 for the builders.

Helen Hanks asked if these drawings include mechanicals, Judy Tilton clarified that that is part of the second phase and will not be included in the price of the first phase.

Judy Tilton asked the other building committee members if anything stood out.

Peter Fogg offered that Fred Matuszewski seemed uninterested in the project and did not present well when asked specific questions about the needs and wants of this project.

Kathy Rago offered Dennis Meyers was more of a professional presentation and better prepared for the specific needs of a school building.

Judy Tilton offered the building committee is having the 10th graders develop a serve for the rest of the student body to get their input on what they would like to see in their new school. The committee will also be asking the teachers what works best for them in an upcoming professional development day.

Cindy Reinartz motioned to hire Sullivan builders and Dennis Meyers Architects for the preliminary renderings of the proposed school building for 37 March rd. Scott Maltzie seconded. Roll Call Vote-

Peter Fogg, yes	Scott Maltzie, yes	Cindy Reinartz, yes
Helen Hanks, yes	Donna Chase, yes	Shannon Hill, yes

Motion carried.

Scott Maltzie motioned to expend but not to exceed \$30,000 for the purposes of hiring Dennis Meyers Architect's and Sullivan builders for preliminary renderings for the 37 March rd school building. Shannon Hill seconded. Roll Call Vote-

Peter Fogg, yes	Scott Maltzie, yes	Cindy Reinartz, yes
Helen Hanks, yes	Donna Chase, yes	Shannon Hill, yes

Motion carried.

Directors Report

Judy Tilton reported we have 129 students. We have begun receiving kindergarten applications for the Fall.

Old Business

Judy Tilton updated the BOT on where CCA is in the renewal process. Judy Tilton stated we had sent Jane Waterhouse at the State of NH Dept. of Education all of our policies as part of the renewal process.

Peter Fogg stated that we need to make the policies available on our website.

New Business

Beverly Learned asked the BOT to consider purchasing a Raptor System for the school. Beverly presented the 3 systems that the Raptor companies offer.

Volunteer- Beverly Learned cited that on the cusp of a large capital campaign it will become more difficult to track volunteers and the hours they donate to us. These hours are also an important part of the yearly audit process. This system will run a background check at a \$10 per check savings at what we do now and is faster. The Volunteer system will also keep track of volunteer's personal information as well as set reminders for individuals that need to be rechecked (yearly). This system has an initial cost of \$925.00 with a yearly cost of \$450.00.

Visitor- Beverly Learned presented the Raptor Visitor Management system. This is a separate system that can be on the same device as the Volunteer system. This system instantly checks visitors against a customizable set of databases that can include but are not limited to sex offender lists (all 50 states), SIS database lists (for guardianship, ect). It allows the office to better track everyone in the building, especially important where the tracking of individuals and life safety are concerned. The person looking to gain access would present a government id (drivers license) and the system would run a check against the selected data bases. If the person is cleared an ID would be printed with an image and the time and date of the visit. This system will also send a silent alert to a customizable list of recipients via email, voice and or text to alert if a person has been found on any of the databases selected. We can also use this system to track tardies and early dismissals. The initial cost of this module is \$1790, with a reoccurring cost yearly of \$595.00.

Emergency Management- Beverly Learned provided information on the Emergency Management system with the caveat that this is something we may not need now but as we grow and spread out would be integral to any reunification system we out in place. This system provides Customizable emergency protocols, Sync with our SIS system to reduce redundant data entry, allows for quick access to important documents, manages our drill schedules with tracking and reporting. This system has been designed to be used under duress and with a mobile device or laptop. Initial cost is \$7150 and a yearly reoccurring cost of \$1800.

Board has decided to revisit this at April's meeting.

Judy Tilton asked the BOT for \$300 to pay for breakfast for the staff on the next PD day (3/19/21). Judy Tilton also asked to have some BOT members come that morning and help serve.

Helen Hanks and Donna Chase discussed raising the dollar amount.

Helen Hanks motioned to spend, but not exceed \$500 for the PD breakfast on 3/19/21, noting that any monies not spent on food may be spent procuring small gifts of appreciation. Cindy Reinartz seconded motion. Roll Call Vote-

Peter Fogg, Recusal	Scott Maltzie, yes	Cindy Reinartz, yes
Helen Hanks, yes	Donna Chase, yes	Shannon Hill, yes

Motion carries.

Judy Tilton brought forth that CCA should begin looking at a concrete pay scale for teachers.

Helen Hanks offered Judy copy of the State of NH teacher pay scale.

Judy Tilton asked the BOT to develop a guideline for April vacation travel for our staff citing other districts have moved to put out travel advisories to protect the health of their students and staff.

Helen Hanks offered that we need to operate within the Governors executive orders, and they may change in the near future. Scott Maltzie agreed that the Executive orders will likely be changing, the discussion should be tabled until next month.

Judy Tilton announced that we have an individual that would like to join the BOT as an alternate, Allen Powell the owner of Onions in Tilton. Scott Maltzie offered that we will need to change the bylaws at the April meeting to reflect the use of alternates.

Next Meeting

Cindy Reinartz motioned to adjourn, Donna Chase seconded, Roll call vote.

Cindy Reinartz- Yes

Donna Chase- Yes

Scott Maltzie- Yes

Shannon Hill- Yes

Helen Hanks-Yes

Peter Fogg left meeting at 7:14 pm

Motion Carries, meeting adjourned at 7:19 pm

Next Meeting- 4/6/21 at 5:30 pm. Zoom invites will be emailed out.