

HARTRIDGE ACADEMY

SEPTEMBER 20, 2023

Board Meeting

The following board members – Officer Lopez, Sherry Kelley, and Lisa Street - were in attendance as well as Principal Richards. The meeting was called to order and the minutes from the previous meeting read and accepted.

The Principal presented financial information, grant information, and a consent agenda. Sherry Kelley was called away for an emergency during the meeting. A majority of members remained present and able to continue with the meeting rather than postpone.

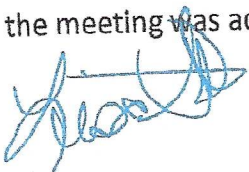
The Principal showed that Hartridge remained in a strong financial position despite the large increase in insurance costs and major capital expenses. The Principal confirmed that the roof was completed as well as the dumpster surround and handwashing sink in the lunchroom. However most of the extensive projects were still not complete due to contractor work load, materials, and working around the student's day especially a month of testing taking place. The Principal has worked many extra hours, summer and holiday breaks to assist with the projects and will continue to do so. Additional help had also been given through Kelly Services until a new staff member was recently hired to replace a support position opened by a previous sentinel's family leave request. By month end the Principal will be asking the district to come get items purchased with federal funds. If they decline, the items will be disposed of within guidelines to reduce storage costs off campus and storage room on campus.

A status update was also covered regarding the ESSR grant balances and past present uses. The ESSR grant covers the cost of our new certified teacher as well as the Afterschool Tutoring Program which has started already. There is more than enough left that expires September 2024 to pay staff for extra hours (reimbursed) to help our growing population of students with IEPs and new to English. Testing ends district wide September 29 but we are on pace to finish September 22. Some results are in and many returning students took the expected summer downward slide. Many new students had low or no score as they do not understand English yet and or did not attend a VPK program. One on one tutoring is needed for gains.

The principal also discussed the delay in getting information to the independent auditor timely and completely. Much extra documentation and backup is necessary for the increase in volume, extra time worked, multiple grant programs and the principal's availability with so much else needing attention immediately and simultaneously. The auditor has been patient but the volume and delay is expected to result in a higher cost this year, as has insurance, contracted labor and materials. The principal is working long hours with hopes of the auditor being able to complete on time despite the delays, interruptions, and volume.

The members asked the principal about getting AED's donated if possible and with training. If not, then Hartridge would purchase the devices and training. There was no one in the audience asking to speak.

The other items on the consent were discussed and no changes requested. Lisa Street made a motion that they vote to accept the agenda in its entirety and Mr Lopez seconded. The vote passed unanimously and the meeting was adjourned.

 Secretary

Hartridge Academy

Consent Agenda September 2023

1. Approve continued use of Grant for afterschool tutoring hourly pay for teachers and admin Set 2023 2024 rate at teachers \$35 and Admin is hourly rate \$65.70 (no time&half)
2. Approve TSA (Teacher Salary 2023 2024. Approve 3200 to be applied to Master degree teachers. District is currently 31xx. Arrival/dismissal staff add on \$500 per year.
3. Approve purchase of sign up to \$10,000 plus cost of permitting, installation, and running any electrical needed. Also approve to purchase outdoor Safe School room number signs (can't be outside due to tinting). Cost estimated to be about \$25 per outdoor windows.
4. Accept donations from Walgreen 10 bins of school supplies and Lake Alfred Lions Foundation \$200 plus a bin of supplies. To be distributed to teachers as needed.
5. Implement safe school recommendation during safety tour to tint views to hard corners and other vulnerable areas. Tinting quotes for entire campus ranges from \$8993 - \$10722. Difference is due to the latter including impact protection for entry doors on portables classrooms, main entry and lobby, and lunchroom. The higher quote chosen because the service can commence right away and take place after regular school day, evenings, and weekends as the process requires several days and a product that can be touched for hours and equipment intrusive to a classroom environment.
6. Use implement the use of remaining Grants as written and approved (except "sink") to be spent prior to September 30, 2024. Approve tutoring to continue into summer if necessary at the same rate as #1. Request ESSRR grant allow change for the over \$60,000+ sink system as it was completed for well under \$10G and paid with Hartridge funds. The \$60,000+ new use will be determined at a later board meeting as a need has not yet been determined within current use guidelines.
7. Approve completing projects already previously approved but not finished. Fund balance was approved in prior year to use but contractors were unable to start and or complete before August 11. Use fund balance if general funds do not cover the remaining approved projects.
8. Approve to hire temporary part time support person who can also qualify as a sentinel and van driver at an hourly rate of \$30 per hour. There are no health benefits or retirement. Use as needed for instructional support, transportation, food service. Name shared with board but not disclosed in minutes due to Safe Schools requirement to not identify sentinels to the public. The person is known to all board members. Pay to add the person as a Notary and have a backup set of keys to the school to use only with the board or principals' knowledge or in the event of an emergency when they cannot be contacted. List as a contact person for Hartridge with the City emergency personnel and PCSB choice office. Pay related expenses. Previous sentinel is no longer employed at Hartridge. City of Lake contract to continue to provide Safe School required full school day SRO and vehicle coverage.
9. Approve rental of construction dumpster and manual labor up to \$50 per hour to discard of stored items that the district declines to take. Guidelines for disposal of school property will be confirmed in the event they have changed again.
10. Approve to pay staff hourly (including admin) willing to work up to 16 hours per week to help with the disposal project.
11. Approve to purchase 2 AED's if seeking donation from local chambers and drug stores is denied. Approve training expense.
12. Approve to continue completion and pay for projects already approved that remain on the project list from April 2023. This includes hourly pay for staff members including admin who need to work extra hours to accompanying contractors or perform work.
13. Confirm approval was given by members during a request to immediately replace roof on building 1 and pay when insurance company determined it was required immediately or coverage to cease. Quotes were available.

