

# STAR CHARTER SCHOOL GOVERNING BOARD

DECEMBER 5, 2007 MEETING MINUTES

## I.) COMMENCEMENT

A.) At 7:22 pm, Charles Collins called the December 5, 2007 Star Charter School Board Meeting to order.

- 1.) Board Members present: Kris Barnett, Charles Collins, Kathy Pickel, Kelly Drake, Stacey Glaeser, Randy Cox and John Fish
- 2.) Attendees were: Glad & Richard Curlee, Carolyn & David Jeske, Tanya Fraser, Michelle Hastings, Carolyn Hogberg, Dixon, Kerry Whatley, Marsha Hagin, Annette Stevenson.

## II.) GENERAL/PUBLIC COMMENTS

Charles Collins welcomed Marsha Hagin to Star Charter School. Kathy Pickel stated that Marsha has done a great job and was very excited to have her at Star. Carolyn Hogberg thanked the PTSO for bringing the food items to the meeting.

## III.) ACTION ITEMS

A.) There was no need to go into executive session.

B.) Charles Collins stated that the school has closed on the funding of the new property with \$2.9 million in escrow in addition to the funds that the school has saved for 11 years. Charles Collins spoke about the possibility of the administrative building being placed in the back corner of the property so that it is the first thing people see when they drive up to the school. Additionally, Charles Collins stated that the property was annexed last Monday by the city of Pflugerville. John Fish asked about the current property, to which Charles Collins stated that when the school has moved off of the Fleischer property, it would go on the market unless the school decides to do something else with it. Charles Collins stated that the site plan he handed out was not a working plan, as it did not include a lot of the detailed information that had been submitted earlier (such as the number and size of classrooms).

C.) *Kathy Pickel moved to accept the November 7, 2007 meeting minutes, followed by a second motion from Stacey Glaeser. 7 votes in favor were passed. No abstentions. The motion was passed and the minutes were accepted. Stacey Glaeser moved to accept the November 14, 2007 meeting minutes, followed by a second motion from Kelly Drake. 7 votes in favor were passed. No abstentions. The motion was passed and the minutes were accepted with the stated corrections (misspellings).* Kathy Pickel asked about the motion that was passed at the October 10, 2007 board meeting regarding e-mail communication dealing with school business and the motion in the minutes was the correct motion. *Kris Barnett moved to accept the October 10, 2007 meeting minutes, followed by a second motion from Randy Cox. 6 votes in favor were passed. 1 abstention. The motion was passed and the minutes were accepted.*

D.) Marsha Hagin stated that the enrollment at Star Charter School was currently 309 students. Additionally, she stated that the school hosted 2 fire drills and that they have been documented. Moreover, she handed out the school's monthly newsletter and stated that she has done numerous

teacher observations thus far. Additionally, she stated that the administrative team created three different surveys (parent, teacher and student) and will disseminate the surveys to gather information. After the surveys have been returned, she plans to create a SIT (SIT – School Improvement Team) to deal with the results of the surveys. Kris Barnett asked for clarification regarding the superintendent of Star Charter School. ***Charles Collins moved to accept Kelly Drake as the superintendent of Star Charter School, followed by a second motion from Stacey Glaeser. 7 votes in favor were passed. No abstentions. The motion was passed and Kelly Drake became the superintendent for Star Charter School.***

E.) Kris Barnett informed the board of the new design for the summer camp. Charles Collins and Kathy Pickel expressed concern regarding the food deprivation of the students. However, the board stated that Kris Barnett could move forward with the camp, keeping the board up-to-date on any changes and how the camp will deal with the concerns.

F.) Kris Barnett stated his resignation, but he stated that he would continue to take the minutes at the board meetings and will continue on as Public Information Officer.

#### IV.) REVIEW OF REGULAR MONTHLY FINANCIALS

A.) Kelly Drake stated that the ADA went up for this month. Moreover, he stated that the accounts payable decreased, as there were things that were paid off during the last month. He informed the board that the annual audit has been underway and there have been some changes with the audit. Kelly Drake stated that the auditors want to see more of a separation of financial responsibilities, adding that the auditors did not like that he signs checks and does the bank statement reconciliation. He stated that the responsibility of bank reconciliation should fall to someone in administration who does not have the power to sign checks. As a result, Kris Barnett was chosen to be the person in charge of monthly bank statement reconciliation.

#### V.) DISCUSSION ITEMS

#### VI.) INFORMATION ITEMS

A.) Charles Collins stated that the next regular meeting of the Governing Board would take place on Wednesday, January 9, 2007.

#### VII.) ADJOURN

A.) Charles Collins adjourned the meeting at 8:20 pm.