

# **Polk Pre-Collegiate Academy**



## ***The Academy of Applied Discovery***

### **Board of Directors Meeting**

Meeting Location: Room 4225

**September 19, 2017 - 6:00 p.m.**

**Attendance:** H. Manson, B. Thompson, R. Roy, L. Jackson, J. Reuther, C. Owens, T. Shook, S. Sherrouse, Marie Borglund, Victoria Williams, Cathy Carver

**Absent:** J. Herzog, L. Jackson, Brian Sawyer

**Call to Order:** 6:00 p.m. Henry Manson

### **Minutes Review – H. Manson**

Meeting minutes from January 20, 2017 were distributed for all members to review. Minutes were emailed to board members prior to the meeting.

**B. Thompson made a motion to accept the January 20, 2017 meeting minutes.**

**R. Roy made a second motion to accept the January 20, 2017 meeting minutes.**

H. Manson	Y
B. Thompson	Y
J. Reuther	Y
R. Roy	Y
L. Jackson	Absent
J. Herzog	Absent
S. Sherrouse	Y
C. Owens	Y
T. Shook	Y

**Motion carried**

### **Budget Review – M. Borglund**

Financial documents for June 2016-2017, August 2017-2018 and 2017-18 Budget amendment were presented for review and discussion. M. Borglund explained the funding shortfalls of the 2017-18 year and the outlook for next school year. Carver stated they will be proactive in calculating the courses offered next year and the associated costs.

B. Thompson recommended including an accrual of vacation expenses in future budgets to guard against under budgeting.

**J. Reuther made a motion to approve the 2016-17 FEFP and Internal Accounts proposed amendment to the budget as presented.**

**R. Roy made a motion to approve the 2016-17 FEFP and Internal Accounts proposed amendment to the budget as presented.**

H. Manson	Y
B. Thompson	Y
J. Reuther	Y
R. Roy	Y
L. Jackson	Absent
J. Herzog	Absent
S. Sherrouse	Y
C. Owens	Y
T. Shook	Y

**Motion carried**

### **Conflict of Interest Policy – M. Borglund**

The policy was presented for information only.

### **School Improvement Plan – Carver**

Carver presented the goals for the 2017-2018 school year and addressed questions.

**S. Sherrouse made a motion to approve the 2017-2018 School Improvement Plan.**

**J. Reuther made a second motion to approve the 2017-2018 School Improvement Plan.**

H. Manson	Y
B. Thompson	Y
J. Reuther	Y
R. Roy	Y
L. Jackson	Absent
J. Herzog	Absent
S. Sherrouse	Y
C. Owens	Y
T. Shook	Y

**Motion carried**

### **Miscellaneous – C. Carver**

Accreditation will take place in 2018-2019. PPCA board members will be invited to the review. The PPCA website "Accreditation" tab contains information for the review.

Next meeting scheduled for October 10<sup>th</sup> will be rescheduled. The audit committee meeting will be held 30 minutes prior to the beginning of the next meeting. A date will be emailed to all board members.

**S. Sherrouse made a motion to adjourn.**

**B. Thompson made a second motion to adjourn.**

H. Manson	Y
B. Thompson	Y
J. Reuther	Y
R. Roy	Y
L. Jackson	Absent
J. Herzog	Absent
S. Sherrouse	Y
C. Owens	Y
T. Shook	Y

**Motion carried**

**Meeting adjourned: 6:43p.m.**

### **Board Member Term Expiration**

Larry Jackson, Burke Thompson, Jason Herzog - June 2018  
Henry Manson, James Reuther, Shawn Sherrouse - June 2019  
Robert Roy, Cotina Owens, Taylor Shook – June 2020

*Polk Pre-Collegiate Academy*  
*Discover – Decide – Defend*

*Henry Manson*  
*11/9/17*