

The Learning Center Board Meeting Minutes
February 15, 2017

Minutes by board member: Kim Pickering

Board Members: Marlene Sotelo, Cindy Perini, Jack Scott, Angela Wright, Kim Pickering

Guests in Attendance: Stacie Routt, Lelis Rossique, Cyndee Zeck, Ruthie Bunkelman

Meeting was called to order at 6:30 pm

Minutes from January 18, 2017 board meeting were reviewed.

M – Motion to approve minutes

M – Angela Second – Kim For – All

President's report:

- Update on \$108k reduction in funding
We are still waiting for decision by DOE
- Food and Wine Auction
No numbers at this time but everyone had a great time.
This is one of the biggest fundraisers of the year
- Audit
Board reviewed Michael Becker's engagement letter for the June 30, 2017 Audit and Tax Return. It was noted that Michael has not increased his fee for at least three years and that his fee of \$6,125.00 is extremely reasonable.

M – Motion to continue to use accounting services of
Michael C. Becker & Co.

M – Marlene Second - Angela For – All

- Budget Committee Meeting
Meeting will be held on March 8, 2017 at 1 pm. At TLC
Revisions to this year's budget will be focus of meeting.
- New In-house IT provider
The Foundation has hired an In-house IT person. The school is fortunate to be able to also utilize this new person for its IT needs. Dedicated IT will no longer be the IT provider for the school. The new person should be more reasonably priced. He is currently in the process of auditing the schools software and licenses and has already discovered savings for the school.

Financial Report:

As of December 31st

- Total assets of \$210,303 with \$157,000 in cash
- Cash in bank on February 15th - \$376,708
- Accounts Receivable -\$4,860
- Profit and Loss
There is a small deficit of \$13,625 for month of December but we are anticipating improvement after receipt of grant funds and additional IDEA funds.

M – Motion to approve

M – Marlene Second – Angela For - All

Administrative Director's Report:

- FTE, school has 130 students
 - Controlled Open Enrollment – still in process
 - Charter school accounting report has been completed
 - Annual evaluations are in progress
 - Teacher in training is going well.
 - We have collected \$21,000 in activity fees.
 - Nova internship started on Jan. 18th. We have two OT interns.
 - We have 8 Keiser students shadowing Nurse Lee. Everyone is so thankful to have Nurse Lee as she is amazing. Thank you to the Foundation for providing funds for her position. The Foundation is also looking to obtain funds for a part time assistant for Nurse Lee.
 - Events
 - The Benjamin school hosted Friendship Games
 - Bring your child to work day – children of staff joined their parents in their classroom
 - Valentines dance
 - Red Hot Fire Truck Day – students got to go on the trucks and they all got to help hold and spray a fire hose. It was a great experience for all involved.
 - Inquiry letter was sent home to judge interest in extended school year and summer camp.
 - March 5th is Autism Awareness Walk
 - 10 students will be attending the Honda Classic
 - 24th is classroom picture day
-
- Thank you to Autism Project for the Food and Wine Festival
 - 100 for 100 – Thank you Angela for making this such a successful fund raiser.
 - Thank you to Teach Town for donating licenses

Foundation Update:

- High School construction is moving along
- The Garden is also coming together. There will be an opening for the lower school via the courtyard.
- Brazilian artist is painting a mural in the art room and then will be painting in the library. Bright beautiful colors.
- Awe in Autism will now be a day and evening event. During the day there will be microbusinesses selling things such as candles and artwork. In the evening there will be a concert with Matt Savage who has been playing piano since the age of three.
- Honda Classic -18 students, 9 from upper school and 9 from lower school will be participating in clinic
- Foundation will be offering camp weeks to supplement those being made available by the school

New Business:

- Possible addition of Impact numbers to Administrative Director's Report
- Discuss the possibility of bringing Dr. Chris Reeves back to the school to conduct another audit.

- Satisfaction Surveys to parents and staff
- Discussion of opening additional classrooms and the importance of growing the school slowly and having proper staff in place prior to bringing in additional students.

M – Motion to adjourn meeting

M –Angela Second –Marlene For - All

Meeting adjourned – 7:27 pm

President's Signature: Cynthia H. Pawni