

Lake Country Classical Academy Regular Board Meeting

January 5, 2022, 7 p.m.

LCCA West Campus, 818 W. Wisconsin Ave, Oconomowoc

MINUTES

President Kristina Vourax called the meeting to order at 7:01 PM.

All Board members were present; Dan Fuhrman attended via phone connection.

- Motion made by Tom Gehl to approve the Agenda - Motion was approved.
- Motion made by Tim Peterson to approve Minutes of December Meeting – Motion Approved
- There were no comments offered in the Citizen’s Forum.

Leadership Report:

- Interim Principal Margaret Daigneau presented the Leadership Report, a copy of which is included in these minutes.
- Topics included current and future enrollment for the 2022-2023 school year, various holiday activities at both school locations, facilities, and other topics of interest.

Student and Faculty/Staff Survey Results:

- President Kristina Vourax covered highlights from these surveys.
- Participation was very high, with 199 of 220 families responding.
- Major takeaways were that 95% would recommend LCCA to other families, 97% plan to return their children, and 90% were satisfied with the quality of education.
- Areas for improvement were also identified in the surveys, with action to be considered and taken on these at a later date.
- Staff participation was also high with 31 completed.

Attendance Policy:

- The revised policy was presented with minor attendance modification.
- Motion from Tom Gehl to approve the policy as presented was approved.

Treasurer’s Report:

- Brian Hastings presented this report.

- LCCA's current cash situation is strong and the operational deficit is smaller due to unexpected monies from DPI, and a generous donation.
- LCCA still does have an operating deficit for the current year, and fund raising will be needed to bridge that gap.

Finance and Facilities Committee Report:

- There is a meeting on January 19, the primary subject of which will be evaluating options for facilities next year, as well as the issue of tax-exempt bonds for a building campaign.
- Pods continue to be evaluated as an option for next year.

Fund Raising and Communications Committee:

- An Open House is scheduled for January 27 for prospective families considering enrollment for the 2022-2023 school year.
- Update on various tools for enrollment marketing, as well as fund raising initiatives.
- Update on planning for fundraiser, the LCCA Ambassadors' Celebration, on February 5.

Board President Report:

- No report was needed beyond comments in FRC Committee above.

Meeting Adjournment:

- Motion made by Tom Peterson to adjourn.
- Motion passed – meeting adjourned at 7:54 PM.

LCCA Principal Report to Board of Directors

January 5, 2022

GOVERNANCE DECISIONS, MONITORING, AND ACCOUNTABILITY

Risk and Charter Compliance Update:

1. School Goals - in progress
 - a. Math Growth Y1: 55% of all students who take the fall and spring NWEA Map Assessment will meet projected growth in math.
 - b. Reading Growth Y1: 55% of all students who take the fall and spring NWEA Map Assessment will meet projected growth in reading.
 - c. Professional Development Y1: All new teaching staff attended "new school" teacher training at LCCA (Aug. 2021); Principal attends annual school leader training at Hillsdale College (Feb. 2022); all teachers will participate in at least one PD training per year specifically designed for classical education; tracked by attendance logs.
 - d. Enrollment Y1/Y2: Achievement within at least 10% of goal (400 students) for the 2021-2022 school year; Of these, 15% are economically disadvantaged students, 5% minority students; and 10% SWD students.
2. Hillsdale Partnership
 - a. Hillsdale instructional staff second visit January 18-19, 2022 (teacher observations/feedback)
 - b. Confirmed registration for School Leaders Conference and Job Fair (Feb. 6-9, 9-11)
3. Finance
 - a. Enrollment – currently 404 students, East 217; West 187
 - a. Offered seats to waitlists in specific grade levels in December
 - b. Welcomed 6 new students on January 4
 - c. 2022-2023 Enrollment opened on January 1
 - i. Current Families – Jan. 1-15; seats offered Jan. 16; finalized Jan. 26
 1. 307 students re-enrolled as of 5:00 pm. Jan. 5
 - ii. Siblings & New Families – Jan. 1-31; lottery Feb. 1
 1. 195 new enrolled students as of 5:00 p.m. Jan. 5
 - b. January 14 Second Count Day
 - c. Contracts – Blackboard Mass Communication (text, email, robocalls); approx. \$1750/yr for 3 yrs
4. Academics and Student Life
 - a. January Schedule w/o Early Release – small group instruction K-5th; 1x/wk more PE in 6th - 9th
 - b. MAP Testing (K-9th) January 10-31
 - c. Close of Quarter 2: January 21 (7th-9th); January 28 (K-6th)
 - d. Semester Exams (7th-9th) January 24-28

- e. Student Services, Special Education Compliance
 - i. Compliance:
 - 1. Setting: 32/36 in Environmental Code “A” (80% or more of time spent in regular education setting); State of WI Goal: 70% of students in code “A”
 - 2. Timelines: All timelines are currently compliant.
 - ii. Updated numbers:
 - 1. Total Students
 - a. 504s - 9 students
 - b. IEPs - 36 students
 - c. Initial Evaluations/Referrals in Process: 2
 - d. RtI
 - i. Tier 2: 4 students
 - ii. Tier 3: 0 students
 - 2. Staffing Update:
 - a. Current Physical Therapist is going on maternity leave. Carole Feller from Rehab Resources will be filling in for her. Carole began 01/03/2022.
 - b. Current Speech Pathologist at West has put in notice.
 - c. Rehab Resources to provide Speech Therapist.
 - iii. Other:
 - 1. Student Services Team received training on Medicaid billing on 01/03/2022.
- f. Curriculum Updates - none
- g. Discipline
 - i. Current situations – none (winter break)
 - ii. Spreadsheet tracking virtue reflections and discipline referrals; paper copies in student files
 - a. Virtue Reflections: 7th grade – 5; 8th grade – 6; 9th grade – 1
 - b. Discipline Referrals: 7th grade – 0; 8th grade – 1; 9th grade – 0
 - c. Students will “reset” at zero with start of 2nd semester
 - iii. Investigating transferring system of documentation - PowerSchool
- h. Culture
 - i. December 10 Faculty/Staff Christmas Gathering
 - ii. December 14 Orchestra & Band Concert
 - iii. December 17 Red& Green Casual Dress Day
 - iv. December 21 Choral Christmas Concert

INFORMATIONAL

- 1. Matters of Note:
 - a. Facilities
 - i. Safety Plan in process, DOJ liaison/consultant
 - ii. Hallways and door frames painted at East
 - iii. K/1st hallway, music room floors sealed at East
 - iv. Classrooms deep-cleaned; floor scuffs removed at East
 - v. Heat @ East
 - 1. Butters & Fetting: 4th grade now has working heat; wall heaters now working are: main foyer heater, maintenance room heater, staff bathroom; student bathrooms heat also working properly
 - 2. K&1st grade classrooms were re-calibrated – this is a work in progress (mainly because 2 smallest rooms with exterior block walls are not insulated)

- 3. New issue: 2nd grade room is cold – P. Knapp to meet with tech by Jan. 6
- vi. Heat @ West
 - 1. Butters & Fetting: thermostats in upstairs classrooms fixed, overly hot 6th grade room fixed, hallway heaters by the Janitor's closet and kitchen fixed
 - 2. Pilot light went out over winter break – boiler cleaned and fixed
- vii. New (Symmetry) soap dispensers were installed in all 1st floor West bathrooms, upstairs (boys and girls) will be replaced once the old soap has been used up. (The Symmetry green certified soap comes with the label of being green and is more cost effective than the old dispensers that came with the building.)
- viii. Additional classroom whiteboards installed at West
- b. Professional Development
 - i. Jan. 3 All Staff Professional Development Day
 - ii. Faculty Book Club offer by Brandon Muri; (*The Great Tradition: Classic Readings on What It Means to Be an Educated Human Being*)
- c. Human Resources
 - i. Personnel Summary Report

Offers of Employment				
Name	Position	Location	Effective	Replacing
Katie Eggers	Algebra; part-time, sub	West	1/4/22 - 1/14/22	J. Meinhardt; long-term sub
Dave Pazurek	Algebra; full-time	West	1/17/22	K. Eggers; long-term sub
Rachelle Stocker	Speech Therapist (SLP)	West	1/18/22	B. Collins, Speech Therapist
Resignations				
Name	Position	Location	Effective	Reason
Beth Collins	Speech Therapist, contractor	West	1/17/22	Pursuing another professional venture
Open Positions				
Position		Location	Effective	
Sped Teacher		West	immediately	
Sped Paraprofessional		West	immediately	

- ii. 401k
 - 1. Received confirmation on 1/3 that T. Rowe has received revised documents
 - 2. After consulting with Skyward and CESA, have decided to implement payroll with Skyward on April 1st and, therefore, will wait to implement 401k at that time (provided no problem with T. Rowe) - not logical to implement sooner with Paycom only to re-implement with Skyward shortly thereafter
- d. IT
 - i. Additional devices purchased to fulfill IEP requirements
 - ii. Headphones, mice, power strips purchased for MAP testing
- e. Upcoming Events
 - i. January 13-14 Principal to Hayward with Board
 - ii. January 18-19 Hillsdale Team Visit
 - iii. January 24-28 Semester Exams 7th-9th