

Tall Pines STEM Academy Board Meeting Minutes

Meeting Date: May 19, 2020

Location: Zoom Meeting (due to COVID-19)

Commencement Time: 4:30 pm

Presiding: Jobina Wiemer

1. Meeting Opening:

- a. Jobina called the meeting to order at 4:34 pm and read the mission. Jobina called roll and a quorum was established.

2. Meeting Attendance:

- a. Present:
 - i. Maureen Carrigan, Brad Siedschlag, Patsy Smith, Bridget Coleman, Jobina Wiemer, Russell Stillinger, Tim Meesseman, Tara Heuberger, Michelle Lorio
- b. Absent:
 - i. Mandy Sims and Tim Behling
- c. Public members:
 - i. None

3. Matters for Decision:

- a. Approval of February and April Minutes:
 - i. Changes were made to February minutes.
 - Russell motioned to accept corrected minutes and Maureen seconded
 - ii. April minutes were approved as-is
 - Maureen motioned to accept minutes and Russell seconded
- b. Monthly Financials:
 - i. Financials for April 2020
 - Field trip money was refunded to anyone who asked for it specifically
 - No contract payment to Clemson for several months because CFO was unable to create an invoice, so a larger check is coming next month for January through April
 - A motion was made by Russell to approve financials and seconded by Tim M
- c. Amend and reevaluate school calendar for 2020-2021
 - i. Brad presented a revised calendar for informational purposes until we receive more guidance from the State Department of Education
 - Calendar will be fluid since plans are still in the air regarding a return date to school due to COVID-19
 - The tentative plan is to take a week off in November for Masters Week (November 9-13), attend school on Monday and Tuesday during Thanksgiving week, and add three days to the end of the school year. This will result in the correct number of school days at the end of the year.
 - ii. Approval of the 2020-2021 school calendar is delayed until firm plans are ready

- d. Approve Board Statement of Conflict of Interest
 - i. Jobina invited changes and suggestions to the draft
 - No changes
 - Motion to approve Statement of Conflict of Interest by Russell and seconded by Tara
- e. Approve addition of June and July board meetings
 - i. Suggested meeting dates are June 16 and July 21 at 4:30pm
 - Motion to approve board meeting dates by Russell and seconded by Tara
- f. Adjourn to Executive Session:
 - i. Nothing to discuss.

4. Matters for Discussion

- a. Finance Committee Updates:
 - i. No updates from Dr. Carrigan
- b. 2020-2021 School Year Updates (Brad)
 - i. We are waiting to decide on specific safety protocols until we get closer to the end of COVID-19
 - ii. Camp Timberwolf has been rescheduled for July with permission to reopen all camps on June 28
 - iii. Forehead thermometers will be purchased to check temperatures of students before walking into class each day
 - iv. Russell suggested we contract a company to deep clean the school weekly or biweekly
 - v. E-learning will conclude May 29
 - vi. We are working on virtual awards for the students – details to come next week

5. Matters of Noting:

- a. School/Principal's Update (Brad)
 - i. Construction is coming along nicely
 - Boardwalks are being constructed so that classrooms are connected
 - Sidewalks are going in this week
 - ii. All 96 student openings are filled

6. Meeting Finalization:

- a. Review actions to be taken:
 - i. Continue with board meetings in June and July
- b. Next Meeting:
 - i. June 16 @ 4:30pm
- c. Comments:
 - i. None
- d. Meeting close:
 - i. It was moved by Tim M to adjourn the meeting. It was seconded by Russell and approved. Meeting was adjourned at 5:23 pm.