



BICS Board of Directors Meeting

April 17, 2023 7:00am

MINUTES

CALL TO ORDER

The meeting was called to order at 7:00 am by President Gary Boyer.

ATTENDANCE

The following members were in attendance: In person: Gary Boyer, Theresa Murphy, and Reneé Bernhard. Virtually: Rebecca Schell, Teacher Representative, Jackie Flynn, and Patricia O'Sullivan.

Staff members present: Sofia Crittenden and Christine Quam (virtually)

ADOPTION OF AGENDA

A motion was made to adopt the agenda as presented (Murphy/O'Sullivan). Motion carried.

ADOPTION OF MINUTES

A motion was made to adopt the minutes of the January 23, 2023 Board meeting (O'Sullivan/Flynn). Motion carried.

ACTION AGENDA

1. **Update to the Uniform Policy** – A motion was made to amend the uniform policy as follows: Beginning in 2023-24, the only shorts allowed will be uniform styled shorts. Beginning in 2024-25, all sweatshirts and hoodies would require the Sculptor logo (O'Sullivan/Murphy). Discussion was held as to why the change was being requested. Mrs. Bernhard stated that we are having a lot of difficulty enforcing the appropriate length of shorts. This will help, as Bermuda-styled shorts are longer in length. Mrs. O'Sullivan questioned having the logo on the sweatshirt due to copyright issues. Mrs. Bernhard stated that either the logo from the uniform companies would be required or the sweatshirt that was sold by the PTO the last few years with the Sculptor Scorpion (which is not copyrighted). Motion carried.
2. **Instructional Materials Policy** – Mrs. Bernhard stated that on the advice of our attorney, Shawn Arnold, and policy regarding Instructional Materials was written. This policy would ensure that we remain in compliance with the current state law regarding instructional materials. Concerns were raised as to whether our current curriculum would be subject to the new policy. Mrs. Bernhard replied that in her conversations with Mr. Arnold, curriculum that is currently in use would be grandfathered in. All curriculum new to the school would be subject to the new policy. A motion was made to approve the Instructional Materials Policy-SCS-IN-13 as presented (O'Sullivan/Flynn). Motion carried.

Gary A. Boyer

Rebecca Schell

3. **Revised Organizational Chart** – Mrs. Bernhard presented an updated organizational chart. The only revision was to ensure that Russ Quam (teacher) would at no time report to or be evaluated by his wife, Dr. Christine Quam. A motion was made to approve the updated Organizational Chart (Murphy/Flynn).
4. **Administrator search process** – After consultation with legal advice from Shawn Arnold, it was determined that a selection committee needed to be appointed and then all meetings, other than pure fact finding meetings, were to be open in the sunshine. A motion was made to appoint Gary Boyer, Pat O’Sullivan, Reneé Bernhard, and Becky Schell to be members of the Selection Committee (Flynn/Murphy). Motion carried.
5. **Treasurer’s Report** –

Balance Sheet

Assets

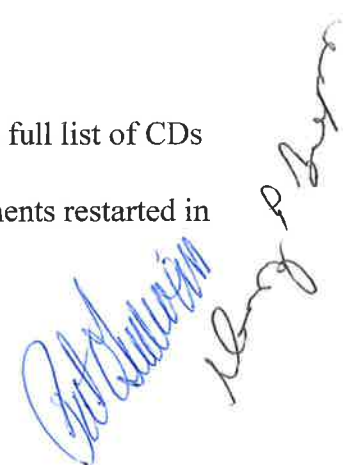
- A new TRUIST operating account has been added to reflect the accounts opened when we rolled over the bonds to a business loan from the same bank.
- Truist Cash Account was the lowest it has been in a while, as crossing investments due a few days apart left only interest in the account. Issue will be resolved next month.
- BAC changed to a new Accounts Receivable software, the uncollected amounts yet to be received are shown in this line.
- Surtax: we're still expecting to receive \$81,000 in funds.
- Capital Outlay is almost enough to pay the loan payments, the remaining money will be paid from surtax.
- Due to the PTO account being inactive this year, we have completely separated PTO operations during the year.
- Construction in progress reflects grant expenses, which are to be moved to their respective accounts soon.

Liabilities

- Accrued bond interest payable will be transferred to offset bond expenses.
- Deferred Revenue reflects the profit of our 5k this year. The amount will be realized in April.
- Note payable long-term portion reflects the complete closing of the bond and the opening of the TRUIST loan account.
- Current year net income includes Surtax and ARPA

Investment Detail

- We have had staggering investments, with a pause between November to February; a full list of CDs and Investments is shown.
- The account shows a loss of \$2671 in March, but it is a timing loss, since the investments restarted in February.



Handwritten signatures in blue and black ink, including a large signature in blue ink and a smaller one in black ink.

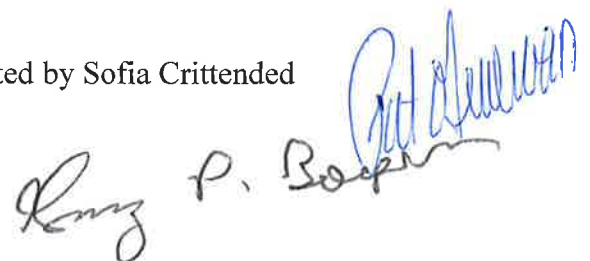
Income Statement

- Line 1: FEFP Funding for the month of March was \$363,553, YTD \$3,155,799, slightly higher than anticipated, and we have 3 more months to go.
- Line 5: No reimbursements have yet been requested for CARES funds.
- Line 6: School Recognition Funds of \$102,826 was received and disbursed between staff and curriculum purchases.
- Line 9: Good returns on investments increased the interest income to \$15,428 YTD.
- Line 12: Capital Improvement Surtax of \$353,439 received YTD.
- Line 17: Total FEFP and other incomes was \$432,531 for the month of March, and \$3,691,233 for the year to date.
- Lines 24-30: No refunds have been requested for Title II and IV.
- Lines 31-33: Due to increased field trips there was high activity in club funds.

Expenses

- Across the board payroll increases and payroll related are reflected. Although the numbers might seem high for the month, the YTD amounts are still under budget. The net amounts will catch up on totals by June.
- Lines 53-54: There has constantly been an increasing amount of mental health services needed. The district also has changed their billing methods and we are in communication with them related to the accrual.
- Line 62: Book fair income from the second fair is not showing, but the second fair brought in around \$2,000.
- Line 83: Includes some copy paper purchases from CARES.
- Line 89: Staffing has been a constant struggle this year, but with the search for principal and AP, the expenses are expected to increase much higher.
- Lines 100-119: We had staff changes in Custodial this year, more to come as well. There are expenses in these accounts that relate to hardening grant and surtax.
- Line 124: School recognition expenses for staff are reflected here.
- Line 127: Net operating income for the month of March for Sculptor was \$64,989 and \$360,363 YTD.
- Lines 12-134: Staffing issues throughout the year in BAC. We applied a new software for the parents to use and we are expecting a second round of ARPA which will be spent in wages, furniture and if possible bathroom updates.
- Lines 135-145: Also expected ARPA grant funds to be used on playground equipment and classroom updates.
- Lines 161-162: income YTD for VPK and BAC is at \$78,702 including ARPA and, added to Sculptor's income, the total net operating income is \$82,885 for March and \$439,065 YTD.
- Accounting for Interest and Capital outlay related to bond/note activity the net income incl. Debt Service is \$445,238 excluding Assets that were purchased this year. Once assets are accounted for, the actual amount will change; but, due to lack of time, such reconciliation is expected to happen sometime in June.

A motion was made to approve the Treasurer's report as presented by Sofia Crittended (O'Sullivan/Murphy). Motion carried.



6. **Transfer of funds from Community Credit Union to Truist** – Mrs. Bernhard stated that in order to ensure all funds at Community Credit Union are protected under FDIC insurance, we need to transfer the excess of \$250,000 to a different bank. Since all of our funds at Truist are considered public funds and protected in their entirety, we would like to transfer \$200,000 from Community Credit Union to Truist. A motion was made to transfer \$200,000 from Community Credit Union to Truist Bank (Flynn/Murphy). Motion carried.

INFORMATION AGENDA

Mrs. Bernhard invited the board members to attend the Volunteer Breakfast on Thursday, April 20th, at 9am. She thanked the board for all the time they devote to helping and serving Sculptor.

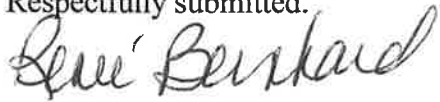
COMMITTEE REPORTS

Building Committee – no report

Teacher Representative – no report

There being no further business, meeting adjourned at 8:04am.

Respectfully submitted.



Renee Bernhard
Principal

