



# JAMES IRWIN CHARTER SCHOOLS

Character Development and Academic Excellence

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*Mission Statement: The mission of James Irwin Charter Schools is to help guide students in the development of their character and academic potential through academically rigorous, content-rich educational programs.*

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## Finance Committee Meeting

Executive Conference Room

January 23, 2024

5:15 p.m. – 5:45 p.m.

- I. Call to Order
- II. Discussion
  - 1) Review November statements
  - 2) Update on new financial model with Charter School Growth Fund
  - 3) Update on remodel budget for Canada Drive
- III. Adjournment

## Board Meeting Minutes

Board Room

January 23, 2024

6:00 p.m. – 8:00 p.m.

- I. Preliminary
  - 1) Call to Order- 6pm. Jeff Kemp
  - 2) Pledge of Allegiance
  - 3) Mission Statement
  - 4) Approval of Agenda
    - a. Amendment to the Agenda to Add Discussion 7 and Decision 6.
      - i. Paula Motions
      - ii. Greg 2nds
      - iii. Unanimous Aye
  - 5) Approval of Previous Minutes
    - a. Greg Motions
    - b. Paula 2nds
    - c. Unanimous Aye
  - 6) Public Comments



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- a. Suz Grant- Parent Volunteer
  - i. Expressed opinions about staff structure changes and growth opportunities.
  
- II. Seating of New Board Members & Officers
  - 1) Formal seating of Board members as Voting Members
    - a. Paula Motions for Stacy and Mary-Anne to be voting members.
    - b. Greg 2nds
    - c. Unanimous Aye
  - 2) Discussion on empty officer seats- The board needs to replace Angie as Secretary.
  - 3) Vote on empty officer seats.
    - a. Greg Nominates Paula for Secretary
    - b. Mary-Anne 2nds
    - c. Unanimous Aye
  
- III. Reports
  - 1) CEO Presentation-
    - a. Enrollment for next year has started, including the new elementary @ Canada.
    - b. Advertising campaigns are still under way and being productively adjusted.
    - c. Waynoka has been fully repaired from the flooding by Elder. HVAC is being worked on.
    - d. The maintenance team has handled the recent cold snap very well.
    - e. Canada construction is still underway, they are currently 1 week ahead on interior.
      - i. There will be some costs that were unexpected at the time of the initial bid. Looking at around \$89,000.
    - f. Daycare expansion- Possible floorplans have been completed, no pricing yet. Looking at Grant funds to cover a portion of the cost.
    - g. The BEST grant is still in progress.



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- 2) CFO Presentation-
  - a. W-2s were mailed last week.
  - b. Our Audit was passed.
  - c. Next year's budget meeting will be happening soon.
- 3) Principal Reports- *Secondary Schools*
  - a. Dawn Batteiger (High School)
    - i. The new student entrance in the morning will be the gym lobby.
    - ii. The Robotics team qualified for the state- 1<sup>st</sup> year team.
  - b. LeErica Warren (PTEC)
    - i. Feb. is CTE awareness month.

## IV. Consent Agenda

## V. Discussion Items

- 1) Updated Title IX policy-
  - a. Updates need to be approved.
- 2) Amended Network Organizational Structure-
  - a. We are needing to amend the Organizational structure to add CAO and to fund the salary for the position.
  - b. Cari Reed has agreed to take the job as of next school year.
- 3) School fees & bell schedule
  - a. Schools have completed they just need Board approval.
- 4) JIES-Canada school contract with D49
  - a. The contract has been approved by both attorneys.
  - b. We need to submit the board approved contract to the Startup Grant.
- 5) February 10<sup>th</sup> Strategic Working Session
  - a. This is confirmed.
  - b. Submit talking points to Rob D. ASAP
- 6) Greg's daughter is working for Howard campus as a substitute.
  - a. The board needs to approve an exemption to A-4B-F for Bethany Swartz.





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## VI. Decision Items

- 1) Approval of updated Title IX policy.
  - a. Stacy Motions
  - b. Mary-Anne 2nds
  - c. Unanimous Aye
- 2) Approval of updated Network Organizational Structure
  - a. Greg Motions
  - b. Paula 2nds
  - c. Unanimous Aye
- 3) Approval of school fees and bell schedules
  - a. Stacy Motions
  - b. Mary-Anne 2nds
  - c. Unanimous Aye
- 4) Approval of JIES-Canada school contract with D49
  - a. Greg Motions
  - b. Paula 2nds
  - c. Unanimous Aye
- 5) Exemption to A-4B-F for Bethany Swartz
  - a. Stacy Motions
  - b. Mary-Anne 2nds
  - c. 4 Aye- Greg abstains.

## VII. Adjournment @ 7:41pm

X

Jeff Kemp  
Board President

X

Paula Mensah-Woode  
Board Secretary