

MINUTES
Regular meeting of the Laura Holland Uzzell Foundation Board of Directors
April 21st, 2009

Proper notice having been duly given, the Board of Directors of the Laura Holland Uzzell Foundation (LHU Board) met in regular session conducted on Tuesday April 21st, 2009, at the offices of Sterling Montessori Academy and Charter School, Morrisville, North Carolina.

Call to Order and Attendees

President Sharmila Bristol called the meeting to order at 6:30 PM. Directors attending were Pantea Dougani , Alexis Schauss, Tim Barker, Terri Hegeman and Cristina Gillanders. Also in attendance were Executive Director Bill Zajic, Betty Warren, Lilly Skok Bunch, Balaji Santhanakrishnan, teachers and parents.

Additions to the agenda and acceptance

- Request for funds for a graduation cake for the middle school.
- Health Insurance benefit for faculty and staff for 2009-2010.

Community comments:

There were no community comments.

Information Items:

Energy Efficiency Assessment: Mr. Santhanakrishnan (a parent at Sterling) reported to the Board the results of the Energy Efficiency Assessment. The school spends approximately \$60,000 per year in energy and this expense is expected to increase. The overall rating of the school in terms of energy efficient in a scale of 0 to 100 (0 inefficient and 100 excellent) was 35 which indicates that there is a lot of room for improvement. Mr. Santhanakrishnan recommendations to improve the energy efficiency of the school were the following:

- Establish policies regarding temperature settings in the programmable thermostats. He recommended setting the temperatures to 74 degrees in the summer and 68 in the winter.
- Turn off computers and photocopiers when not in use.
- Turn off outdoor lights from 12am to 6am.
- Establish benchmarks of energy efficiency each year.
- Incorporate in the goals of the school environmental education. The school can engage children in improving the use of energy in the school through recycling projects, documenting energy use for benchmarking and assessment of energy use, etc.
- Make short and long term plans for improving the energy efficiency of the heating and cooling.

PFA Report: No PFA report.

Finance Committee

- Ms. Alexis Schauss presented the monthly budget to the Board. As of April 14th the school is financially on track with 77% of budgeted revenue received and at 73% of budgeted expenses. Ms. Schauss informed the Board that the State has issued a budget freeze. Schools' expenses are restricted to employee salaries and mortgage. These restrictions are in effect until June 30th.
- Ms. Schauss indicated that the bond financing discussions are on-going. We are fortunate to have interest from a local bank. Susan Winshall from Zions Bank and a member of the local banking institution visited the school and met with members of the Board. The terms of the agreement are under discussion.

Executive Director's Report

I. EOGs Preparation

Mr. Zajic has reported that the school is providing math tutoring for children from 3rd to 8th grade. Tutors meet with groups of 3 to 6 children twice a week. Tutors are current teachers at Sterling plus one new teacher who was hired this year for this purpose. Students eligible for this program have scored 1 or 2 in EOG math and 3 in the PreEOG math. The tutoring program has been in place for 2 months and seems to be effective.

Ms. Carrie will be the testing coordinator this year. Children who score 2 or less in the EOG will have the opportunity to retake the test. Parents have the option of requesting that their child opt out the retake.

II. Personnel Contracts:

Teacher contracts have been issued and returned (with one exception). Lead teachers will conduct an evaluation of their assistants, and assistants will do a self-evaluation. This information will be used for renewing contracts and assigning assistants to the different classrooms. New teachers will be allowed to select their own teaching assistants. Special education teachers are receiving their contracts this week.

III. Curriculum

Mr. Zajic reported that for next year the curriculum committee has developed a math assessment for 1st, 2nd, and 3rd grade. This assessment will be used for guiding instruction and integrates the NC Learning Standards and the Montessori curriculum. A new training will be provided to teachers regarding the Six Traits Writing Program.

IV. Future Enrollment

In order to manage the growth of Upper Elementary the school will add one new classroom. This classroom will be filled with raising 4th graders. It is estimated that there are 10 spaces open in Lower elementary. These spaces will be filled with children in the waiting list.

V. Other Items

Ms. Betty Warren presented to the Board a new Health Benefit Plan for the employees. Ms. Warren recommended the United Health Care Plan because it includes vision and dental care and the premiums are less expensive than the current plan.

Strategic Plan

Ms. Lilly Skok Bunch presented the final version of the strategic plan. This plan was presented to the faculty who responded positively. Each classroom will display the strategic plan and parents will be informed of the plan on May 13th and 14th. In addition, during the end of the year picnic the plan will be presented to the Sterling community.

Development Committee

- Ms. Skok Bunch presented her report titled "Charter schools funding case studies." The report described the development efforts of charter schools in several states. Ms. Skok Bunch provided several recommendations for the Development Committee at Sterling.

Consent Agenda

- On motion and second the Board approved (7-0) to accept the minutes from March 18th regular session with required feedback incorporated and approved by email.
- On motion and second the Board approved (7-0) the appointment of Ms. Terri Hegeman as a new Director of the Board and the Chair of the Development Committee.
- On motion and second the Board approved (7-0) to provide the necessary funds to buy a cake for the middle school graduation.

The Board recessed to executive session at 11:25 pm.

The Board returned to open session at 12:10 am and adjourned at 12:15 am

Submitted respectfully,

Cristina Gillanders