

GOVERNING BOARD MEETING
FOR THE JOHN C. DUNHAM STEM PARTNERSHIP SCHOOL
Governing Board Minutes
Monday, June 21, 2021 1:00 pm

1. Call to Order

Dr. Craig called the meeting to order at 1:02 pm

2. Roll Call

Present: Dr. Sherrick, Dr. Hichens, Dr. Craig, Dr. Talley and Dr. Williams for Dr. Norrell

Also present: Dr. Patel, Ms. McAlpin, Mrs. Richards and Mrs. Buenrostro

3. Public Comment

4. Adjourn to Executive Session

Dr. Williams motioned and Dr. Hichens seconded to adjourn to executive session.

Ayes: (5)

Nays: (0)

5. Adjourn to Open Session

Dr. Hichens motioned and Dr. Talley seconded to adjourn to open session

Ayes: (5)

Nays: (0)

6. Consent Agenda

6.1 Approval of Regular Meeting Minutes and Executive Minutes of June 21st.

6.2 Approval of April 2021 Bill Listings

Dr. Sherrick motioned and Dr. Hichens seconded to approve the consent agenda items

6.1 and 6.2 as presented.

Ayes: (4)

Nays: (0)

Abstained: (1) Dr. Williams

7. Information/Presentation/ Discussion

7.1 2021-2022 Budget

Dr. Craig started the conversation by thanking all of the CFOs that worked together to come up with a revised 21-22 budget. Dr. Sherrick took the opportunity to announce that she decided to increase the stipends for the co-directors.

Dr. Sherrick also asked the board members about the surplus in spending on the STEM budget; the members agreed to use the surplus for the upcoming school year. Dr. Talley asked for clarification on the surplus showing in the bill listings. A clarification was made that the bill listings are as of the end of April 2021 and that there will be additional charges to the budget for the months of May and June.

Dr. Sherrick also suggested that the STEM school does an inventory of technology and equipment to make a decision later in the year about how to divide among the districts. Dr. Craig suggested the STEM school should have the information for the Board President no later than the second meeting of the school year which is in November 2021.

Dr. Sherrick inquired with the board about a replacement for the Admin. Assistant position at STEM stating that as of now there will not be a person sitting in the STEM office, but there will be phone person to answer calls.

The board engaged in a discussion about whether or not a person is needed in the office and if the position should be a part time or a full time, suggesting a four-day week or less hours during the day. Dr. Craig asked Ms. McAlpin and Mrs. Richards if they need a person now or later and suggested that in void of a current admin assistant there is a concern. Dr. Hichens reiterated that there is a line item in the budget for the position.

Ms. McAlpin clarified the various duties of the position including answering the phone, student attendance, lunch management, ordering supplies, record keeping, etc.

Dr. Sherrick shared that it is not a good time for hiring, but that from the conversations it seems that there is more and more need to duplicate the previous admin assistant. She asked for guidance from the Board on the type of position, mentioning that this is an hourly position.

Dr. Talley suggest that a retired person may be willing to work for STEM for one year; he also suggested that a university graduate student could fill the position.

Ms. McAlpin shared that confidentiality in this position is paramount, and that she does not see how this positon cannot be filled.

Dr. Sherrick continued the conversation by stating that she would like to know the needs of the STEM school and questioned if the school needs to mirror last year's needs.

Dr. Hichens asked for clarification about whether Ana Buenrostro will continue to be the secretary for the Board and if she could potentially help with the translation/interpretation portion of the position.

Dr. Craig added that next year will be very different than previous years due to the many changes but that the co-directors and the Board should not operate out of fear.

Dr. Sherrick mentioned that she does not want to put the co-directors in a difficult position next school year at STEM. The Board members shared how each handles difficult situations at their districts and schools, pointing out that the first step is to listen.

Dr. Craig asked the Board members if there were any additional questions regarding the budget and asked the co-directors to get in touch if they find themselves struggling to find a person for the position.

Dr. Craig commented on the votes to close the school at the end of the 2021-2022 school year, confirming that they have all the votes needed to terminate the agreement.

Dr. Talley went on record that Indian Prairie School district wanted two years.

Dr. Sherrick thanked Dr. Craig for being the Board President this last year.

8. Action Items

8.1 Approve the 2021-2022 Budget as presented

Dr. Hichens motioned and Dr. Talley seconded the approval of action item 8.1.

Ayes: (5)

Nays: (0)

9. Adjourn

Dr. Talley motioned to adjourn the meeting and Dr. Williams seconded.

Ayes: (5)

Nays: (0)

The meeting was adjourned at 1:36 pm.

Ana K. Buenrostro

Administrative Assistant to the Director

John C. Dunham STEM Partnership School