

November 30, 2021

Minutes

The meeting was held and attended by Lisa Street, Tony Lopez, and Sherry Kelley. Minutes from the August meeting were approved.

The principal provided financial reports with budget comparisons. The principal reported that the fund balance remains above that required. It was also noted that the annual audit, of which the members were sent an electronic copy for school year 2020 2021, showed that the fund balanced increase then, too. Hard copies of the audit are available at the school and an e-copy uploaded on the Hartridge website. Staff evaluations are ready for review.

Additional grant opportunities arise as the state is adamant above additional educational time and services are provided to help close the learning gaps caused by the pandemic's interruption to education. Hartridge staff and administrations have worked many additional hours for student tutoring, revising lesson plans, and following the COVID protocols still in place as well as the changes that occurs often. Documents are available to review supporting the extra costs. The school remains open serving until at least 5:30 with staff scheduled to tutor those with gaps, special needs, FSA prep, and makeup work from COVID related absences. This time has also been and will continue to be used for parent meetings and lesson planning revision.


Parents have been reminded of the make-up days for the four day later start date in August. The dates are January 3, February 18 and 21, and April 15, allowing Hartridge to have their last day of school the same as PCSB.

Principal shared that two new teacher candidates have been employed since August to be sure coverage for the two maternity leaves was with substitutes known to the children and lessons. Both have been trained to cover clinic and clerical tasks when not training with or covering for the teachers. They can be used as the second staff member available to view payroll and banking, thus no additional cost.

The consent agenda was reviewed and discussed. A motion was made by Lopez to accept the agenda in its entirety and seconded by Lisa Street. Members voted unanimously to accept.

Time was given for board questions and comments. There were none. There was no one from the public desiring to speak.

A motion was made to adjourn.

  
Secretary  
02-02-22

November 30, 2021

Consent Agenda

1. Approve a second employee to review and initial bank statements and payroll rosters instead of hiring a full time position. If the second person is a contracted teacher, the teacher will be paid an extra hour for each hour the task occurs since the work would be done during their planning time or after their day ends. For example, one hour every two weeks for payroll and once a month for the bank statements. When a temporary or clerical staff performs the tasks, there is no cost since it can be performed during their regular "as needed" schedule allows. The few hours a month will be a minimal expensive instead of a full time position yet the task is important for additional oversight.
2. Distribute staff and administrator pay for additional hours worked since the start of the new school year. Apply any and all ESSER and other grants that apply as well as the funds budgeted from the beginning of the year for the overtime/extra hours.
3. Continue with repairs to lunchroom and bathrooms and air conditioners. Funds already budgeted should cover the known work needed. If it is found to cost more, additional discussion will take place at the next meeting.
4. Approve teacher and administration evaluations.

Kristin D. [unclear]  
Secretary

02-02-22