



## Walden Board of Trustees Agenda w/Minutes

*Walden is a place where social, emotional, and academic growth are valued equally, a place where students see possibilities, make meaningful choices, take risks, and emerge with a stronger sense of identity, belonging and purpose. It is a place where critical thought, creativity and independence are nurtured; where empathy, cultural awareness and tolerance are valued. We champion student choice and autonomy, authentic research and project work. Our purpose is to develop competent, self-motivated learners dedicated to making positive contributions to society.*

**6/30/2021 3:00 p.m.**

**Wednesday, June 30 · 3:00 – 4:30pm**

**Zoom Meeting Link (if joining virtually):**

**<https://zoom.us/j/3761711875?pwd=cm9RMzBRcm1YUXIxZU5lcTVlV01Hdz09>**

### **Invited:**

➤ Andy Ash ➤ Breanne Moore ➤ Diana West ➤ Hilary Hungerford ➤ Hannah West  
➤ Jen Knapp ➤ Jeremy Knee ➤ Jodi McCombs ➤ Lois Bobo ➤ Matt Turner ➤  
Sharon Beecroft ➤

### **In attendance:**

**Call in details: Board Meeting**

**Meeting called to order:**

**3:08pm**

**In Attendance:**

- Andy Ash ➤ Breanne Moore ➤ Diana West ➤ Hannah West
- Jen Knapp ➤ Jodi McCombs ➤ Matt Turner ➤ Sharon Beecroft ➤
- Lois Bobo (excused due to extenuating circumstances)

## Calendar Dates:

Upcoming Schedule:

Proposed (all at 3:00 p.m.):

- August 18
- November 13
- January 15
- March 11
- May 13
- June 17

[Walden Calendar 2021-22](#)

## Agenda:

- Welcome
- Public Comment (limit 3 minutes per comment/10 minutes total)
- [Approval of Minutes](#)
  - Matt moves to approve minutes: Diana seconds motions. All in favor:
    - ➤ Andy Ash ➤ Breanne Moore ➤ Hannah West ➤ Jen Knapp ➤ Jodi McCombs ➤ Sharon Beecroft ➤
- Reopening Plan
  - Matt moves to approve Reopening plan: Jen seconds motion. All in favor:
    - ➤ Andy Ash ➤ Breanne Moore ➤ Hannah West ➤ Diana West ➤ Jodi McCombs ➤ Sharon Beecroft ➤
- [Auditor Engagement Letter](#)
  - Matt moves to approve the engagement letter, Andy seconds motions: All in favor: ➤ Breanne Moore ➤ Hannah West ➤ Jen Knapp ➤ Jodi McCombs ➤ Sharon Beecroft ➤ **Diana West**
  - This will be the 5th year utilizing \_\_\_\_\_ as our auditor.
- **Budget Approvals**
  - [2021-2022 Original Budget](#)
  - [2020-21 Final Budget](#)
    - Matt inquires about our enrollment cap of 600+.
    - Diana replies that we have purchased land that would allow us to expand in the future, potentially increase enrollment.
    - Matt inquires about facilities or cleaning budget.
    - Diana replies that we could certainly utilize additional funding in cleaning.
    - Matt inquires about the transportation budget line of \$35,000. Diana mentions that the donor for transportation is expecting us to buy transportation for the school year.

- Matt inquires about the interest rate of the property. Diana suggests that, having checked with multiple banks, our interest rate is quite good, comparatively, for a commercial property.
    - Matt inquires about our capabilities as a charter school to obtain SBAf loans and rates. Diana mentions that we are a non-profit and is curious about SBA loans. Matt mentions that he can inquire with his banker about rates. Diana mentions that if we can get a better rate, we would prefer to get one sooner rather than later. Diana mentions we have a good loan to debt ratio.
    - Matt inquires about the current status of school lunch. Diana mentions that we are currently \$20,000 in the hole for school lunch, but that we are expecting additional state funding in July. Hannah mentions that accounts receivable have been tricky this year because of covid due to the free lunch initiative by the federal government.
    - Ideas presented to incentivize applications. Ideas to involve board with lunch applications, picnic, ipads, booths, lottery, etc.
    - Matt moves to approve the 2021-22 school year Original Budget, Jen seconds. All in favor: > Breanne Moore > Hannah West > Andy Ash > Jodi McCombs > Sharon Beecroft > Jen Knapp
  - [2020-21 Preliminary Budget vs. Actual](#)
    - Does not need approval, here for review.
- [Internal Audit Report](#)
  - Matt moves to approve internal audit report, Andy seconds, all in favor: > Breanne Moore > Hannah West > Jodi McCombs > Sharon Beecroft > Diana West
- Ratify Board Officers
  - 2021-2022 Board Meeting Schedule
  - Jodi, Jen & Matt will serve on the internal audit committee for the 21-22 year. Joe Rankin, CPA, will serve as an outside auditor to guide the committee.
  - Matt moves to ratify the board officers, Diana seconds. All in favor: > Hannah West > Andy Ash > Jodi McCombs > Breanne Moore > Diana West > Jen Knapp
- Annual Policies Review
  - [Financial Policies & Procedures](#)
    - Diana states that our approach to our internal audit, our LEA's fiscal responsibilities, and superintendent responsibilities have been revised in Walden's financial policies to match new legislative rule.
    - Board reviews the new policy.
    - Matt moves to approve the Financial Policies and Procedures, Sharon seconds, all in favor? Hannah West > Andy Ash > Jodi McCombs > Breanne Moore > Diana West > Jen Knapp
  - [Teacher & Student Success Act Policy](#)
    - Diana reports that 40% will be used to give teachers increased salaries. We've allocated 10-30% to paras and 30-50% to Carl Young and Josh

Faulkner's Salaries to support math college prep math classes in the high school Matt moves to approve the Teacher & Student Success Act Policy, Sharon seconds, all in favor? Hannah West > Andy Ash > Jodi McCombs > Sharon Beecroft > Diana West > Jen Knapp

- Annual Goal Setting via [Walden Strategic Plan](#)
  - Matt moves to approve the Walden Strategic Plan, Diana seconds, all in favor?
  - Hannah West > Andy Ash > Breanne Moore > Jodi McCombs > Sharon Beecroft > Jen Knapp
- [Annual Fraud Risk Assessment](#)
  - Matt moves to approve the Annual Fraud Risk Assessment, Jen seconds, all in favor?
  - Hannah West > Andy Ash > Breanne Moore > Jodi McCombs > Sharon Beecroft > Jen Knapp
- [Board Ethics Commitments](#)
  - Was signed.
- Director's Report
  - To be reported on when Lois returns.

Matt moves to close the meeting, 4:56pm Diana seconds, all in favor: Hannah West > Andy Ash > Breanne Moore > Jodi McCombs > Sharon Beecroft > Jen Knapp

#### APPROVALS:

1. [Approval of Minutes from 5/24/21](#)

**Proposed action:** It is proposed that the board approve the minutes from the electronic board meeting held on 5/24/21.

2. Reopening Plan
3. Auditor Engagement Letter
4. Budget Approvals
  - a. 2021-2022 Annual Budget
5. Ratify Board Members & Terms
6. Ratify Board Officers
  - a. 2021-2022 Board Meeting Schedule
7. Annual Policies Review
8. Annual Goal Setting
9. Annual Fraud Risk Assessment
10. Ethical Behavior

Meeting adjourned at:

## **Board Members and Assignments**

- Matt Turner -- Interim Chair/ Standing Vice Chair
- Lois Bobo — Executive Director — Non-Voting
- Jennifer Knapp—Chief Financial Officer
- Diana West – Treasurer – non-voting
- Sharon Beecroft – Board Member — Non Voting
- Jeremy Knee – Compliance Advisor/Training
- Hilary Hungerford – Board Member at large
- Breanne Moore – PCC Chair
- Hannah West—Board Member — Non Voting
- Andy Ash – Board Parent Appointee
- Jodi McCombs —Board Member at large

The Walden Board of Trustees serves as the curriculum review committee and the School Land Trust committee

Open Position – Secretary

## **Upcoming Calendar Items**

### **June 2021**

Audit Engagement Letters

2021-2022 Annual Budget

Early Learning Plan (may move to August)

TSSA Plan

Director Evaluation (may move to August)

Summer Purchasing Plan

2021-2022 Sex Ed Instruction Committee

Ratify Board Members & Terms

Ratify Board Officers

2021-2022 Board Meeting Schedule

Annual Policies Review

Annual Goal Setting

Annual Open Meetings Act Training

Annual Fraud Risk Assessment/Ethical Behavior

Walden  
School  
of Liberal  
Arts



**Sign Up for Public Comment (limit 3 minutes per person, 10 minutes total)**

- 1.**
- 2.**
- 3.**
- 4.**
- 5.**