

Lake Country Classical Academy
Regular Board Meeting – June 1, 2022

6 PM – 818 West Wisconsin Avenue, Oconomowoc

Meeting Minutes

- I.) The meeting was called to order by Board President Kristina Vourax at 6:01 PM
- II.) Motion by Tim Peterson to approve the meeting agenda – motion passed.

III.) **Citizen’s Forum:**

There were five requests to speak:

- Brianne Haust, Kristin Franke, and Allison Malnar all commented about aspects of LCCA they appreciated, spoke of the positive impact the school was having on the lives of their children, and expressed gratitude to school staff, Principal Daigneau, and the Board.
- Andrea Hayse expressed concerns about school safety and queried the availability of funds for School Resource Officers. She also referenced the subject of our future “one campus school,” and asked if it was possible for the Board to indicate the boundaries within which the next school facility might be located, so that parents considering a move could be better informed as to where they might want to purchase a home.
- Joanne Timmerman expressed gratitude for the impact of LCCA on the lives of students, and also inquired as to whether there was grant money available for the funding of School Resource Officers.

IV.) **Consent Agenda:**

- Motion by Tim Peterson approve the minutes from the May 4, 2022 Board Meeting. Motion passed.

Discussion Items:

I.) Controller Position:

- Margaret Daigneau introduced LCCA's new Controller, Ms. Lori Kaari. Lori's time at LCCA began on May 31.

II.) Leadership Report:

- Margaret Daigneau presented her report for May, a copy of which will be attached to these minutes and posted to the web site.

III.) Authorizer's Report:

- Kristina Vourax presented, and shared in broad form the content of the Board's trip to Hayward to visit the schools and Board of the LCO Ojibwe. Five board members were in attendance for a tour of the school, the college, and a meeting with the Tribal Board. She shared our request for a five-year renewal of our Charter, and indicated the LCO would determine this matter at its June Board meeting. Also shared that our authorizer liaison, Ms. Karen Breit, performed a site visit at LCCA on May 24.

Action Items:

I.) Reappointment of Two Board Members:

- Tom Gehl reviewed the comments of an LCCA parent who had raised questions about the duration and renewal of the terms of Board members at the May meeting, and thanked him for doing so.
- Gehl acknowledged that the Board was a few months behind schedule and explained steps that have been taken to remedy this, so that future renewals are executed on a timely basis, and in keeping with our By Laws. Board members serve three-year terms.
- Tom Gehl moved a renewal of a second three-year term for Taryn Whipple. The motion passed unanimously with Ms. Whipple abstaining from the vote. Her new term will be from January 1, 2022 – January 1, 2025.
- Tom Gehl then moved a renewal of a second three-year term for Kristina Vourax. The motion passed unanimously, with Ms. Vourax abstaining. Her new term will be from January 1, 2022 – January 1, 2025.

II.) Parking Lot Paving at East Campus:

- Margaret Daigneau presented.
- Four quotes had been received, two of which had been forwarded to the board of Holy Trinity for their selection of one of the two.
- LCCA's lease agreement with Holy Trinity calls for the 50/50 sharing of certain capital expenses, and the paving work would fall under this component of the agreement.

- Tim Peterson moved the approval of funds to meet our half of the total expenses, with that amount not to exceed \$23,000.
- Motion passed.

III.) Additional Space for the 2022-23 School Year:

- Dan Fuhrman reported that negotiations were still not finalized, and therefore, there was no action to be taken at this meeting.

IV.) Policy on Board Committees:

- Tom Gehl spoke of the submission of a policy draft on this subject at the May Board meeting and noted the suggestions and comments that came out of that discussion.
- A revised Policy which incorporated the above noted suggestions was presented to the Board at this meeting.
- Brian Hastings moved approval of the updated Policy, and the motion passed.

Committee Reports:

I.) Treasurer's Report:

Brian Hastings presented:

A positive variance of \$32,000 was realized in May with actual expenses being below budgeted amount. Following additional highlights were noted in his report:

- Cash on hand at end of May was \$150,000.
- The amount raised from the Coin Wars was \$25,000.
- The amount raised from proceeds of the school play, Annie, was \$5,000.
- A payment to Skyward was accelerated in order to facilitate our reimbursement. He highlighted that we are fully live on the system, and utilizing Skwyard. All is going well to date with that new system.
- Our final payment from DPI for this school year is due the week of June 6, and will be in the amount of \$1,0530,000.
- Initial results from our annual audit are very positive. Final report not yet in our possession.
- \$83,000 of grant money from the State will be due: \$40,000 as part of the CSP reimbursement grant, and \$43,000 from a flow through grant for Special Education costs.
- Discussions with Waukesha State Bank and other candidates continue, with the goal of securing a substantial increase to our Line of Credit.

II.) **Facilities and Finance:**

Tim Peterson presented:

- We are close to finalizing the lease agreements for our classroom pods.
- The Committee is working on all details associated with sewer connections, and noted John Heller's expertise, and prodigious efforts on our behalf in this area.
- Tim expects a recommendation to be made the week of June 6.

III.) **Fund Raising and Communications:**

Kristina Vourax presented:

- Fundraising letter sent to parents in April has raised \$40,000 to date, all of which qualifies for matching funds from the William S. Knight grant.
- LCCA Liberty Gala update: revenue to-date from the Liberty Gala is \$117,000; the face value of procured items for the Gala's Silent Auction is approximately \$50,000.
- The Legacy Committee (TLC) update: Planning is underway for a Fall Festival, an LCCA community event and fundraisers; volunteers are needed for LCCA's participation in the Oconomowoc Fourth of July Parade.

President's Report:

- Kristina Vourax highlighted faculty recognition that was giving at the monthly staff meeting on June 1.
- Also mentioned the formal Leadership Award presented to Margaret Daigneau for her outstanding service during this challenging start-up year.

Meeting Adjournment:

- Motion made by Tim Peterson to adjourn meeting – motion approved.
- Meeting adjourned at 7:36 p.m.

LCCA Principal Report to Board of Directors

*Modeled after BCSI [Sample] School Leader Report to Board of Directors

June 1, 2022

GOVERNANCE DECISIONS, MONITORING, AND ACCOUNTABILITY

Current Significant Issues/Opportunities - elsewhere in agenda

Matters of Approval – none

Risk and Charter Compliance Update:

1. School Goals – in progress
 - a. Math Growth Y1: 55% of all students who take the fall and spring NWEA Map Assessment will meet projected growth in math.
 - b. Reading Growth Y1: 55% of all students who take the fall and spring NWEA Map Assessment will meet projected growth in reading.
 - c. Forward Y1: 60% of all students tested will score as Proficient or Advanced in ELA and Math as measured by the Wisconsin Forward Exam.
 - d. Family Engagement: Y1: At least 40% of all LCCA families attend each quarterly LCCA family event
2. Hillsdale Partnership
 - a. Monthly call between Dr. Katy O’Toole* and Principal (*Oscar Ortiz, Superintendent at Heritage Classical Academy, Texas)
 - b. Hillsdale resources (videos, podcasts, documents) pushed to teachers in weekly memo
 - c. The School Bell and The Chalkboard: monthly newsletters to teachers and school leaders
3. Finance
 - a. Enrollment – currently 397 students, East 215; West 182
 - i. DPI snapshot was completed successfully on 5/24
 - ii. 2022-2023 Enrollment
 1. All available seats have been offered in K-9th grades
 2. 2 students are in RP status (Registration in Progress)
 3. 5 students are in RC status (Registration Complete)
 4. 468 students are fully verified
 5. 338 waitlisted
 - b. Contracts
 - i. CarpooltoSchool – meeting scheduled on June 8 for follow-up and evaluation of pilot
 - ii. Skyward – Mr. Wozniak and Mrs. Knapp are participating in extensive SIS training
4. Academics and Student Life
 - a. Student Services, Special Education Compliance
 - i. Compliance:
 1. Setting: 32/35 in Environmental Code “A” (student is inside the regular classroom with non-disabled peers 80% or more of the time)
 2. Timelines: Eval and IEP timelines are compliant
 3. Will adopt IEPs for 22-23 incoming students when teachers return in August
 - ii. Numbers:
 1. Total Students
 - a. IEPs - 35 students

- b. 504s - 4 students
 - c. 57% of students who were initially evaluated by LCCA qualified for services
 - d. 26 initial evaluations/re-evaluations completed this year
 - e. 10 students with IEPs dismissed or revoked consent for special education
 - iii. RtI
 - 1. 36% of students that were in Tier 2 no longer require intervention
 - 2. 100% of students in Tier 3 were referred to special education and qualified
 - 3. National Norms vs. LCCA (% of student body)

Tier 1: National Norm: 85%	LCCA: 92.7%
Tier 2: National Norm: 10-15%	LCCA: 6.3%
Tier 3 National Norm: 1-5%	LCCA: 1%
 - 4. Projections for Fall 2022:
 - a. At least 44 students with IEPs
 - b. At least 4 students with 504s
 - c. Approximately 6-10% of students are expected to begin Tier 2 intervention in Fall 2022
- b. Standardized Testing
 - i. MAP results
 - 1. 64% of all students are at/above the 50th percentile in math; 67% of all students are at/above the 50th percentile in reading
 - 2. 61% of all students met their math growth goal; 56% of all students met their reading growth goal
 - 3. 86% of classes are at/above the national average score in math; 95% of classes are at/above the national average score in reading.
 - ii. Reading Readiness results
 - 1. Tested 130 K-2 students
 - 2. 18 students flagged as students who might struggle with reading, monitoring and/or intervention may be appropriate
 - a. 6 of 18 currently have IEP and already receive reading support
 - iii. ACCESS results – 6 students were given the ACCESS test for English Language Learners, 2 are dismissed, 4 will retest next year
 - 1. Providing the home-language survey for all newly enrolled students
 - iv. ACT Aspire results expected mid-June
 - v. Forward results can be accessed in the portal in late June, hard copies received late July
- c. Discipline
 - i. Semester tracking of virtue reflections and discipline referrals; paper copies in student files
 - 1. Virtue Reflections: 5th – 0; 6th – 10; 7th – 6; 8th – 3; 9th – 0
 - 2. Discipline Referrals: 5th – 0; 6th – 0; 7th – 0; 8th – 0; 9th – 1
- d. Athletics
 - i. Moving forward pursuing 3-year probationary status with WIAA
 - ii. On track for 22-23 school year to be first year of probationary status
 - 1. Tentative offerings for 22-23: Cross Country, Basketball, Baseball, Track&Field
- e. Culture
 - i. Teacher Appreciation Week: May 2-6
 - ii. Annie performances: May 13-15
 - iii. Coin Wars: May 9-20
 - iv. Dockhounds mascot at assemblies: May 11

- v. 7-9 Spring Fling: May 21
- vi. Coin Wars Assemblies: May 23
- vii. 5th – 9th Performing Arts Concert: May 24
- viii. Spring Family Survey disseminated to families; responses due Friday, June 3

INFORMATIONAL

1. Matters of Note:

a. Facilities

- i. West – new air conditioning unit installed in Science room
- ii. West – fire inspection completed on May 26th - two infractions (exit light and extension cords) have been addressed. Next inspection due in 6 months
- iii. East - No A/C in one 4th grade room – quotes very high, looking into portable air unit/window unit
- iv. East – playground widened, 20 yards of woodchips
- v. East –new motor on RTU installed
- vi. East – simi-annual fire inspection June 1 – minor infractions to be addressed within 30 day time frame
- vii. East – determining and finalizing plan to pave driveway with landlord
- viii. Both campuses – Safe Latch systems to be installed June 2; donation to school from Scott Hoffman
- ix. Both campuses – continuing negotiations with Mahler and Kleenmark regarding quotes for cleaning/janitorial services next year – difficulty in estimating square footage of need is holding up process

b. Safety Concerns

- i. Compliant in monthly fire drills
- ii. Compliant in required tornado drill
- iii. Recent events have returned school safety to the forefront of our minds. Our hearts are with the victims and those affected by the horrific tragedy. LCCA does have safety measures in place. We met with Oconomowoc police earlier in the school year. We are working with a DOJ consultant on fine tuning the details of plans for both campuses. Over a month ago, we received a generous donation of Safe-Latch systems for every classroom door at both East and West. We have rescheduled installation at both campuses to happen this week. We continue to seek professional advice on best practices of school preparedness and safety protocols, and the faculty and staff will receive updated training in August prior to the start of next school year.

c. Professional Development

- i. Faculty Book Club led by Brandon Muri; (*The Great Tradition: Classic Readings on What It Means to Be an Educated Human Being*)
- ii. Hillsdale Summer Conference – 25 faculty/staff currently signed up to attend

d. Human Resources

i. Personnel Summary Report

- 1. Note: not all departures of current faculty/staff members are public knowledge by request of employee. With respect and professionalism, departures will not be publicly reported until the July board meeting.

Offers of Employment				
Name	Position	Location	Effective	Replacing
Joy Buntrock	Reading Interventionist (.5)	both	August 15, 2022	new position

Tyler Hansen	SLP	both	August 15, 2022	Rehab Resources
Kristel Roebbeke	OT (up to 15h/wk)	both	August 29, 2022	Rehab Resources
Sarah Bradow	Student Services Teacher	TBD	August 15, 2022	Sped Teacher
Cathy Cichon	Student Services Teacher	TBD	August 15, 2022	Sped Teacher
Sarah Paupore	Student Services Paraprofessional	TBD	August 15, 2022	Paraprofessional
Kelly McKeon-Senger	Student Services Paraprofessional (.5)	TBD	August 15, 2022	Paraprofessional
Lori Kaari	Controller	Admin	May 31, 2022	new position
Resignations				
Name	Position	Location	Effective	Reason
Open Positions				
	Position	Location	Effective	
	Teacher for the Visually Impaired	West	Immediately	
	Elementary Teacher	East	August 15, 2022	
	Upper School Art Teacher	West	August 15, 2022	
	Admin Assistant	West	July 11, 2022	

e. Upcoming Events

- i. June 2: Athletics Information Session @ West at 6:30 p.m.
- ii. June 5: Year-End Celebration at Dockhounds game
- iii. June 8-10: 7th -9th Semester Exams
- iv. June 10: Last day of school, noon dismissal
- v. July 2 Oconomowoc parade
- vi. TLC “Park Meetups” throughout July and August