

Lake Country Classical Academy Regular Board Meeting Minutes

**Wednesday, January 6, 2021, 7 p.m.
995 S. Sawyer Rd., Oconomowoc, WI 53066**

- Meeting called to Order at 7:06 p.m.
- Pledge of Allegiance.
- Agenda approved.
- Public Comments – none.
- Board Meeting minutes from 12/2/20 were approved.
- LCCA Principal Contract. Motion was made by B. Hughes to approve one-year principal contract for Bart Williams. Seconded by H. Brookes. Motion carried.
- Finance, Facilities, & Technology Committee update
 - B. Williams officially resigned from the LCCA board. We are currently searching for a new board treasurer.
 - The Committee didn't meet as planned due to B. Williams's transition from treasurer to principal. This committee begin meeting on a regular basis when the new LCCA treasurer is in place.
- Policy, Communications & Fundraising Committee update
 - B. Hughes has offered to spearhead the policy writing for LCCA (this work will no longer be part of the committee)
 - This committee met prior to the Jan. board meeting and in summary:
 - ✓ Discussed strategies on how to attract new families/increase enrollment.
 - ✓ A sub-committee of volunteers will be formed to plan and execute a fundraising event for LCCA in July 2021.
- Ambassadors Committee update
 - Elvis for Education event on 12/5/20 brought in \$7K.
 - GrantWatch software is sending 3-4 leads a week, and volunteer grant writers are exploring these leads for application.
 - DPI Grant: K. Vourax to oversee writing this DPI reimbursement implementation grant, due Feb. 17.
- Student recruitment & enrollment update
 - We have 238 accepted offers from the December enrollment period.
 - The January enrollment period has begun and will close on Jan. 31. If needed (if seats are still available), an additional enrollment period will be offered Feb. – Mar.
 - We are creating a video for our website and social media promoting awareness, enrollment and need for funding.

- Large LCCA sign to be put out in front of the school for a max of 40 days (per the Village of Summit's signage code).
- Old Business
 - Back office support/HR fulfillment search
 - ✓ Narrowed options down to two local companies
 - ✓ Move to the quote process and send comparison out a week in advance to answer any questions the board may have before we vote in the February meeting
 - Board & Officers insurance update
 - ✓ T. Peterson working on questionnaire – in process
- New Business
 - Principal Meet & Greet & Tuesday Tours
 - ✓ Meet and Greet – January 12 (B. Williams will be in attendance)
 - ✓ Tuesday tours will be held in January and may extend into February
 - Public announcement re: LCCA principal on 1/7/21 (press release, e-newsletter & social media)
- Other
 - B. Williams will be writing job descriptions for teachers and staff; begin interviewing in early February
 - K. Vourax and B. Williams to get firm layout of school and can we afford portable classrooms as an option to the original layout for the 7-9th grade. Available space and cost will dictate final enrollment caps
- Adjournment at 7:43 p.m.