



To: PCCS Parents and the PCCS Constituency

From: Myron

Re: Board Briefs, November 17, 2009 Board of Director's Meeting

Date: 11-19-09

The November, 2009 meeting of the PCCS Board of Directors was held on November 17, 2009 in the Conference Area of the Anna B. Comstock Building, 1591 Jones Point Road, Grayslake, Illinois 60030. The meeting was called to order at 7:00 P.M. by President, Geoff Deigan. The following Board members answered present upon roll call to determine a quorum: Tom Keenan; Dean Thorson; Elizabeth Stearns; Dr. Barbara Provost, Vice President; Geoff Deigan, President; Dr. Eric Hebert; Mark Dybas, Secretary; and Steve Achtemeier, Treasurer. Attending this meeting by telephone was John Wylie, Board member whose work required him to be out of state. Also present were staff liaisons, Chris Hershiser and Cynthia McGovern; Business Manager, Stacy Gavin; PSO President, Jennifer Ropke; School Director, Myron T. Dagley and Event Planner Sarah Kirch.

President Deigan requested new board member, Dean Thorson to lead the audience in the Pledge of Allegiance.

As the first order of business, the Board reviewed the printed agenda and then adopted a resolution accepting the agenda as published.

This meeting had been preceded by a meeting of the Prairie Crossing Charter School Holdings Corp. LLC to discuss the long term debt refinance plan. This enabled the Board of Directors to open their meeting with a discussion of the long term finance plan and related costs. An additional closing is schedule to occur on 11-25-09 at a potential cost of \$125,000 in fees and advance payments. Once completed, this new plan will return the School to the position of financial stability we had originally realized a year ago September when our loans first closed.

Next, the Board received a special presentation documenting the need to reinstate the Development Director position which had originally been included in the FY-10 Budget. Absent this position, the manpower necessary to address urgently required development goals is missing from the administrative support staff. This presentation was given by the current Event Planner, Mrs. Sarah Kirch.

The Board then addressed the remainder of the discussion agenda which included the following topics:

- Legal bills from Hodges, Loizzi, Eisenhammer, Rodick, & Kohn in the amount of \$827.86
- A second reading on a proposed amendment to Policy # 400.1-Uniform Grievance Policy
- A second reading on a proposed amendment to Policy # 400.2-Ethics
- A second reading on a proposed amendment to Policy # 400.4-Leave for Religious Holiday
- A proposed process for identifying the new School Executive Director and a Job Description for same
- A proposed listing of Board Committee Chairs to be appointed in the next few days.

The Board then received public comment from several members of the audience.

President Deigan then asked the board to discuss whether there was a need to move into Closed Session as listed next on the agenda. Consensus of those present determined that no such need existed.

The Board then received the following reports on the Consent Agenda:

- The Director's Report
- The Financial Statements for October, 2009
- The Treasurer's and Chairman of Finance Committee Report.
- The report of the Human Resource Committee
- The report of the Governance Committee
- The written report of the Communications, Public Relations, and Fundraising Committee
- The report of the Excellence in Academic Programming Committee
- President's Report
- The PSO Report
- A review of minutes of the Human Resource Committee Meeting of September 15, 2009
- A Review of Open Session Minutes for the Board of Directors Meeting, 10-27-09

It was noted, as an addition to the Finance report, by Treasurer Achtemeier that the Board had 100% commitment to the School's annual appeal drive and contributed, as a whole, in excess of \$13,000.

Board Member Eric Hebert added to the Communications, Public Relations and Fundraising report and provided a anticipated timeline for implementation, transference of information, training and development of the School's new website.

The Board then adopted the following resolutions:

- A resolution to approve the minutes of the Human Resource Committee of Sept. 15, 2009
- A resolution to approve the Open Session Minutes of the Board of Directors Meeting, 10-27-09
- A resolution to accept the reports on the Consent Agenda as presented.

The Board then again received public comment.

Following the call for public comment, the Board then adopted the following resolutions:

- A resolution to authorize loan closing and finance costs associated with the long term debt refinace at \$125,000.
- A resolution to reinstate the Development Director's position subject to subsequent satisfactory committee(s) review of the role description and a funding plan to support the position.
- A resolution authorizing the payment of legal bills in the amount of \$827.86.
- A resolution to adopt effective immediately amended policy #400.1-Uniform Grievance Policy
- A resolution to adopt effective immediately amended policy #400.2-Ethics Policy for Employees and Officers.
- A resolution to adopt effective immediately amended policy #400.4- Leave for Religious Holidays.
- A resolution approving Closed Session minutes for the Board of Directors meetings of September 29, 2009 and October 27, 2009.

A very brief conversation followed regarding items for discussion on future agendas.

There being no further business to come before the Board, the meeting was adjourned at approximately 9:03 P.M.

Persons with questions about these briefs or the agency itself are encouraged to contact President, Geoff Deigan, at 312-401-4372 or Myron Dagley, School Director at 847-543-9722 or 847-553-7095.

*Prairie Crossing Charter School is a public school that transforms our children through academic discovery and interaction with our unique natural, ecological, and community resources.*