

HAMMOND URBAN ACADEMY, INC.
School Board Meeting Minutes Noted

May 21, 2015

In Attendance:

Board Members:

Kris Sakelaris (Board President)
Mark McLaughlin (Board Member)
Sheldon Cutler (Board Member)
Dave Ryan (Board Member)
Howard Cohen (Board Member)
Owana Miller (Board Member)
Heather Garay (Board Member)
Janet Venecz (Board Member)
Kevin Smith (Attorney)

School Representatives

Dr. Sean Egan (School Leader)
Mahdee Iqbal (Business Manager)
La Tysha Sanders (Vice Business Manager)
Mira Projovic (Staff Member)

Not in Attendance:

Anne Herbert (Board Member)
Rita Brusca-Vega (Board Member)
Kris Kantar (City of Hammond, Legal Counsel)
Heather Cook (Board Member)

Board meeting was called to order at 4:10 p.m by Board president Kris Sakelaris.

Motions Approved by School Board

- *Motion to approve April 16, 2015 meeting minutes-* Sheldon Cutler motioned; seconded by Dave Ryan. All in favor motion approved 9-0.
- *Motion to approve April financial report-* Sheldon Cutler motioned; seconded by Howard Cohen. All in favor motion approved 9-0.
- *Motion to approve 2015-16 School Year Budget Proposal—* Sheldon Cutler motioned; seconded by Dave Ryan. All in favor approved 9-0.
- *Motion to approve Gus Lopez as new Parent School Board Member-* Mark McLaughlin motioned; seconded by Janet Venecz. All in favor approved 9-0.
- *Motion to approve Class/Club Account Expense Report & Cash Collection Form-* Sheldon Cutler motioned; seconded by Owana Miller. All in favor approved 9-0.
- *Motion to approve Financial Contract Agreement/Financial Plan for HAST parents/guardians-* Owana Miller motioned; seconded by Sheldon Cutler. All in favor approved 9-0.
- *Motion to approve Flex Schedule proposal for DOE (use of virtual learning days)-* Owana Miller motioned; seconded by Heather Garay. All in favor approved 9-0.
- *Motion to approve creation of Dean of Discipline position, as well as redefinition of Assistant Principal position (Curriculum Coordinator/State Reports)-* Dave Ryan motioned; seconded by Howard Cohen. All in favor approved 9-0.

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- *Motion to approve the creation of a HAST Development Committee which will focus on raising funds for the activities & operations of the Hammond Academy of Science and Technology-* Howard Cohen motioned; seconded by Sheldon Cutler. All in favor approved 9-0.
- *Motion to approve HAST Board of Directors the undertaking of identifying funds to increase teacher salaries in accordance with state laws & policies governing charter school salary adjustments-* Howard Cohen motioned; seconded by Sheldon Cutler. All in favor approved 9-0.

New Correspondence

None

School Leader Report

Discussion Notes

- Gus Lopez was offered the position as Parent School Board Member & he has agreed.
- The 2014 Audit Bill will be sent to Ball State.
- In regards to the Barnes & Thornburg legal services proposal, Kevin Smith believes having a representative in Indianapolis would be beneficial, considering the harrowing last minute appeal HAST was able to attend in which our letter grade was changed. Dr. Egan asked if we could possibly get this service through Calumet College. Kevin recommended the Board give this item further discussion & the item be tabled until the July meeting.
- Dr. Egan submitted an application with the DOE for HAST to have set virtual days for the upcoming school year. The virtual days would be 1 Friday every month in addition to any weather related days. The Board approved this application.
- In response to a recent teacher survey where discipline was strongly pointed out as a continued weakness at HAST, Dr. Egan is proposing hiring a Dean of Discipline to work exclusively on student behavior & discipline issues. He has a candidate from Merrillville he feels confident would fill the job well. In order to make this work, Mr. Wood's position would be redefined from Assistant Principal to Curriculum Coordinator. His responsibilities would include developing curriculum, assisting teachers with classroom lesson planning, Title 1 lead teacher, supervising Title 1 aids & all state reporting. Part of his salary would be covered from Title 1 dollars that HAST currently doesn't utilize. This would then free up money to be used to pay the new Dean of Discipline. The Dean position would be paid hourly. Howard Cohen would like the Board to see a report at the end of the fall on how these new positions are working.
- The newly created HAST Development Committee would have as members: Howard Cohen (chairman), Dave Ryan & Owana Miller.
- Corrections were pointed out from the April minutes & will be adjusted accordingly.
- The June Board Meeting will be cancelled & the Board will meet again on Thursday July 23rd.

Board Financial Inquiries

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- LaTysha Sanders reported that current outstanding student fees stand at \$104,294. \$46,849 was collected in the last month alone. Again, graduated students do not receive their official diploma until all fees are collected.
- In regards to the Club Account Form, Sheldon Cutler recommended a 3rd signature (a 2nd administrator) be required besides the teacher on the expense form.
- In regards to Parent Payment Plans, Howard Cohen recommends each plan be customized per parent (number of students attending HAST & payment history).
- Notes on the 2015-16 Budget:
 - **Stipends:** from \$21,920 to \$30,000. Howard Cohen inquired why there was such a large fluctuation from the previous year to this year. Mahdee Iqbal explained this was the middle ground. Howard recommends a more transparent system be in place for how stipends are distributed.
 - **Other Facilities & Utilities Expenses:** from \$128,301.25 to \$53,301.25. In 2014 we settled all outstanding construction bills & new expenses are not foreseen.
 - **Insurance Claims:** from \$1,394.90 to \$36,400. The Apple Care contract lapsed & we are going with a new 3rd party carrier. This is also the purchase of 600 new iPads.
 - **Security Services:** from \$44,815.72 to \$13,815.72. This is the purchase of the camera system.
 - **Computer Hardware/Technology:** from \$78,087.54 to \$10,000. New hardware was bought in 2014.
 - **Travel Expense/Mileage:** from \$7,764.95 to \$12,000. Sending a teacher for PLTW 2-week training.
- Calumet College has no recommendation for an auditing firm for HAST.

New Business

Public Comment

None

Meeting Adjourned at 5:20 p.m.