

Board of Directors  
Carolus Online Academy  
July 20, 2023  
5:00 p.m.

Location: Zoom  
<https://k12.zoom.us/j/98116156108>

July 20, 2023

**Preliminary Items**

Called to Order at 5:05pm  
Roll Call

Board Members:

Present

John Pallasch, Board Chair

Dan Martin, Vice Chair

Dr. Eric Mack, Treasurer

Kristen Bell, Secretary

Rachel Migli, Board Member

Gretchen Dobbs, Board Member

Others Present:

- Betsy Carpentier
- John Kramer, K-12
- Scott Sides, K-12
- Chad Long, K-12
- Pamela Sieger, K-12
- Laura Whittle, K-12
- Jamie Cann, K-12
- Judy Shopp, K-12
- Roger Welch, K-12
- Derek Kim, K-12

1. Approval of Minutes from prior meeting. Dan Martin made a motion to approve the minutes from the July 6, 2023 meeting. Kristen Bell seconded the motion. Unanimously approved.
2. Gretchen (new board member) Dobbs gave a brief introduction to the Board.
3. Board Member Background Checks

### **Executive Session**

Board's Chair, John Pallasch, entertained a motion to enter executive session for the purposes listed in the agenda.

Dan Martin (or Eric) made a motion to enter executive session for the purposes listed on the agenda. Rachel Migli seconded the motion. Unanimously approved.

### **Board Chair:**

The Board will now go into executive session to discuss employment of an executive director for Carolus Online Academy, as permitted by 30-4-70(a)(1), and to discuss negotiations of proposed contractual arrangements with the SCPCSD for the charter agreement and lease, as permitted by 30-4-70(a)(2).

### **Action Agenda Items**

1. 2023-2024 Budget presented by Chad Long. Dan Martin made a motion to approve the budget. Eric Mack seconded the motion. Unanimously approved.
2. Conflict of Interest Policy was reviewed. Eric Mack made a motion to approve the contract. Dan Martin seconded the motion. Unanimously approved.
3. K12's Related Services Contract reviewed. Dan Martin made a motion to approve the contract as is. Eric Mack seconded the motion. Unanimously approved.
4. Draft Contract with Sponsor
5. Parent Student Handbook was reviewed. Kristen Bell made a motion to approve. Dan Martin (or Eric) seconded the motion. Unanimously approved.
6. Special Programs Manual was reviewed. Dan Martin made a motion to approve the manual. Rachel Migli seconded the motion. Unanimously approved.
7. Fiscal Policies and Procedures
  - Procedures for Segregation of Financial Duties
  - Check Authorization Policy
  - Credit Card Authorization Policy
  - Equipment Acquisition and Disposal PolicyKristen Bell made a motion to approve the aforementioned policies and procedures. Dan Martin seconded the motion. Unanimously approved.
8. Vendor Contracts were reviewed. Dan Martin made a motion to approve. Eric Mack seconded the motion. Unanimously approved.
9. COA proposed logos were reviewed. Board agreed that Concept 1, Option A represented COA best. \_\_\_\_ made a motion to approve aforementioned design. \_\_\_\_\_ seconded the motion. Unanimously approved.
10. Proposed Lease discussed. \_\_\_\_\_ Kristen Bell made a motion to approve. Dan Martin seconded the motion. Unanimously approved.
11. Delegation of Authority to Board's Chair to Approve Launch-Related Items. Dan Martin made a motion to designate John Pallasch as the spokesperson and authorize him to approve items related to COA's launch. Kristen Bell seconded the motion. Unanimously approved.

### **School Leadership Report**

Staffing Update -Pam Sieger reported that we are fully staffed and training will take place in the coming days.

Enrollment Update

Marketing Report - Press release scheduled for July 25, 2023.

Executive Director Search

**Adjournment** 7:38pm