

**Woodlands School
Board of Trustees Meeting**

Minutes

November 21, 2013 - FINAL

<p>Attending:</p>	<p>Officers: Chair – Loretta Cephus – Y Vice Chair – Sue Bay - Y Treasurer – Brad Hoeschen - Y Secretary – Matt O’Neill - Y Ex-Officio – Maureen Sullivan, Principal – Woodlands East Patty Rogers, Principal, Woodlands</p> <p>Trustees: Acevedo, Rafael - N Coby-Beaver, Jacqueline - N Caruso, Carolyn - Y Hartwig-Rahmani, Brenda – N Leazar, Naryan - N Maney, Jennifer – Y Newell, Dr. Markeda - Y Sheka, Lynn - Y Wittig, Catherine - Y</p> <p>Guests: Alan Schulman</p>
<p>1. Annual Audit</p>	<p>The Preliminary Independent Auditor’s Report for Year Ending June 30, 2013, by Wolfgang Ritter CPA, S.C., was distributed prior to the board meeting.</p> <p>Alan Schulman walked the Board through the Preliminary Audit. First note is that the prelim figures will be adjusted based upon a final review of payroll, accounts payable and bad debts; Alan expects the total year-end will be essentially break even with our budget.</p> <p>Alan went over specific items and discussed with the Board. Grants receivable – a lot of the \$ did not come in until Sept.-Oct.-Nov. We have to spend the money in order to apply and receive the funds. The bulk has been received by Nov. 15.</p> <p>Accounts payable will go up before end of year, based upon rent, We Energies bill, and a few other items. Good news is our building improvement loan should be paid off by end of fiscal year, and that will free up funds going forward.</p>

	<p>Page 4 – change in net assets will go down to about zero when numbers are final. Uncollectible receivables are down from last year; primarily because extension collections are better. Hot lunch is doing better than last year. Board believes this is due to change in vendor and allowing daily purchase.</p> <p>Page 5. The statement splits out the admin costs; a review demonstrates we do not have excessive administrative costs.</p> <p>Note 6 – page 10. Lease commitment. Alan not clear what the rent will be for next year. Brad clarified that for Woodlands building will be \$11,333.11 per month, same as last year, because CPI is so low. Will decrease estimate in preliminary.</p> <p>Alan went through the financial sheets versus budget; shows we are fairly well on budget.</p> <p>We should have final audit soon. Tax forms will be available by January before next meeting.</p> <p>Motion to approve audit subject to final adjustments and approval by administration, motion by Brad Hoeschen, second by Matt O’Neill, motion approved unanimously.</p>
<p>2. Laurus – Health Care</p>	<p>Loretta circulated information prior to meeting.</p> <p>Brad explained issue with 30-hour requirement. Required to provide insurance to 30-hour employees. Finance Committee is asking Board to approve offering insurance to our TA’s (30-hour employees, based on schedule). Not 100% clear if applicable but Board believes it is best course to assume it is and to offer the insurance. Finance Committee recommends offering the highest deductible plan to them. 3 plans are offered to teachers/admin; TA would be offered the highest deductible plan. This is the least costly for the school, and the only realistic option given budgetary constraints. School will pay 50% of employee premium; if they elect spouse or family, they pay 100% for those portions. Employees will likely be able to obtain credits through ACA.</p> <p>Proposed motion: Offer 30-hour employees the option for health insurance at highest deductible, employee only; also access to dental and vision; also long-term disability and life insurance.</p> <p>Not entirely clear what our total cost will be, because it will depend on how many employees accept. Estimate is in range of \$15,000 - \$25,000 per year. Our consultants will work to explain options to employees, including options under ACA.</p>

	Brad makes motion: Offer Woodlands scheduled to work 30 hours per week the option for health insurance at highest deductible level, employee coverage only, Woodlands to pay 50%; also to offer access to dental and vision; also long-term disability and life insurance. Second by Sue Bay, motion approved unanimously.
3. Board Retreat – Closed Session	Motion by Matt O’Neill to go into closed session for Board retreat, second by Catherine Wittig, approved unanimously.
4. Adjourn	Motion to adjourn by Matt O’Neill, second by Jennifer Maney, passed unanimously.

Prepared by: Matt O’Neill