**Big Pine Academy**

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**Principal**

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**Board of Education**

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December 9, 2020

Workshop: James Hill from Oropeza reviewing annual audit report – 2019 Audit approved by the Board for submittal to MCSD.

1. Call to order
2. Pledge of Allegiance
3. Roll Call to establish Quorum - established
4. Approval of Agenda - approved
5. Administrative Report by Sarah
* CARES Act Funding: $21,000 available to spend within two different grant categories (due to COVID). This money was spent in November (so will see a boost in expenses for this month). Purchased cleaning supplies and equipment mostly. All receipts turned in, thinks reimbursement will come before the end of the year.
* FTE Funding: December money was significantly lower (around $20K). This was for all Charter schools and was a clerical error by the District. Charter schools united and showed District legislation stating funds would not be withheld due to numbers count in October. We should get a separate check to reimburse.
* PPP Loan: Denise is working on the PPP Loan forgiveness. Should be done by the end of December.
* Adjustments in Office: Now using Quickbooks Cloud and putting more responsibility for Sylvia to make things more streamlined. Updated staff files.
* Enrollment: 1st count in October good (92, no change). 2nd count in October low. Need five kids in order to get back to our number back up in order to get back to 92 projected by the 3rd count in February.
* COVID: VPK is back. All went well communication-wise with the DOH. No other cases to date.
* Medical Insurance: No major changes to medical insurance. Did choose some additional plans to accommodate
* Playground: Have around $10K left from United Way that needed to be spend for the playground. Was told by the District that we need to do a major overall of the entire playground. District recommended a company and will come on Friday to discuss options and gather information. There are financing and lease-to-own options.
* State Testing: Test dates will be announced in January (grades 3-5). Will be a big hurdle due to learning gaps of missed school and interruptions. Took advantage on some online platforms.
* Donations: Received some good donations past month.
	+ $10,000 in memory from a trust (from someone who passed away who donated yearly to the school).
1. Consent Agenda Items
	1. Approval of September and October Financials – approved
	2. Approval of Minutes for October 2020 meeting – approved
2. Request for Executive Session
3. Adjourn and next meeting to be held on January 13, 2020.