

The Academy for Technology and the Classics
Susan Lumley, Principal
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**ATC Governing Council
Regular Meeting Agenda
Thursday, November 16, 2017
5:30 pm
ATC Room 206**

I. Opening Activities

- a. Call to order- Meeting called to order at 5:35pm
- b. Roll call of Council members all members were present
- c. Approval of agenda -- Motion to move action item E to A. Caleb Raymer moved to approve. Brian Shelton seconded the motion. Motion approved unanimously.
- d. Approval of minutes from October 19, 2017- Karen Velarde-Lashley moved to approve the minutes from 10/19/2017. Brian Shelton second the motion. Motion approved unanimously.

II. Presentation/Reports

- a. Student representative report-No student representative present
- b. PTSC representative report-No PTSC representative present
- c. Teacher representative report-No Teacher representative present
- d. ATC Foundation representative report-No ATC Foundation Member representative present

III. Public Comment

IV. Action Items

- a. Approval of check and warrant for October 2017- Motion to approve by Brian Shelton. Caleb Raymer second the motion. Motion passed unanimously.
- b. Approval of account balance report for October 2017- report contained errors; did not match the statement of revenues and expenditures.
- c. Approval of BAR 071-024-1718-0001-IB - Courtney White moved to approve the BAR.

Karen Velarde-Lashley seconded motion. Motion passed unanimously.

- d. Appoint finance committee and audit committee-- Two board members appointed to serve as Finance Committee. The two Finance Committee members are Brian Shelton and Jennifer Sallee. The ATC Business Manager is to provide these two board members the financial reports on the 30th for the previous month ended. This will provide the board members more than 3 business days to review and request corrections and ask questions of ATC staff. Additionally, the board decided to appoint new members to its Audit Committee. The Audit Committee shall consist of 4 members total and shall be comprised of 2 board members, one parent, and one volunteer.
- e. Fundraising- Gwen Warniment attended the meeting to discuss fundraiser for the ATC Foundation. She wants to recruit new members to the ATC Foundation Board. The ATC Foundation should have about 12 members. 12/6/2017 there will be a Fundraiser at Fire and Hops. A percentage of the gross will be donated to ATC. Invitations will be created on social media. Andie Manzanares will do an E-Blast to Parents. ATC Foundation and Governing Council will set a date for a retreat. Grant Writing as a source of revenue. Gwen is familiar with the grant writing process. There is a congressional delegation that has state and federal monies.

V. Principal's Announcements

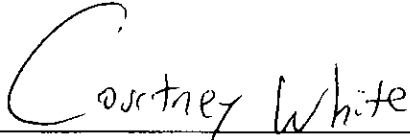
- a. Change in finance procedures- fundraising and lunch counting money and segregation of duties
- b. Construction update-ATC is selecting a company on Monday 11/20/2017. There is be 5 voters Kristy Wagner, the architect, the project manager, a CRC member and ATC. There were 4 bids, 2 good bids and 1 bad bid. December 5th the SFPS Board will approve the construction company.
- c. GC training opportunities- Brian Shelton has 7hrs of training done. Marilyn Fitzgerald Will attend training in December along with Susan and Jason. Jennifer Sallee can Attend in December, Susan will register Caleb and Jennifer Sallee.

VI. Council Discussion

Next meeting Thursday, January 18, 2018

X. Adjourn at 7:00pm

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other format auxiliary aid or service to attend or participate in the hearing or meeting, please contact ATC, Jennifer Cintas, at 473-4282 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact Ms. Cintas if a summary of other type of accessible format is needed.



Courtney White, President

January 18, 2017



Brian Shelton, Secretary

January 18, 2017