

Forest Grove Community School  
Board of Directors Meeting  
January 12, 2016

**Board Members Present**

Anita Zijdemans-Boudreau  
Rochelle Auran  
Bob Hatt  
Jon Stagnitti

**Board Members Not Present**

Roger Neyman

**Staff Members Present**

Vanessa Gray, Principal  
Vickie Jares, Administrative Assistant

The meeting was called to order at 6:37 p.m.

Bob called for the December 2015 minutes to be approved as written, no objections, Anita approved

Anita is concerned about member numbers declining, she has someone she wants to invite to join: Dan Kirk. Rochelle will ask Jim & Shawn; they are her neighbors. Jim is the former director of the Tillamook Forestry Center; Shawn is currently working for the Rural Development Initiatives.

Vanessa gave updates from the Work Plan Groups. Arts Group: Vanessa will ask Stephanie to be lead person on that group. Place-based Learning Group: Erin is working with teachers to move forward improvements in PBL. Facilities Group: Karen is working with the facilities group. Teacher & Student Support Group: Anita, Shannon and Vanessa are attending a workshop on teacher and administrator evaluation. Finances: Vanessa contacted former business manager at FGSD to ask him about the possibility of having the district include us in a bond to purchase our building. Board discussed pros and cons of having this happen.

Vanessa discussed recent discussions she's been having with the Special Education administrators about the level of staffing at the school.

Sherie and Vanessa presented the 2015 audit. Auditors reported one significant deficiency related to the segregation of duties. Sherie says there are not enough people touching the money. This is always something the auditors note, and is typical in a small organization. Vanessa and Sherie are continually look at ways to improve this. They have changed the way we log cash received. Sherie now has "read only" access to the Cash Management log. Kari &

Vickie log the money, Sherie gives Vickie the deposit receipts & Vickie dates the Cash Management deposit dates.

Also in response to auditors' recommendations, Vanessa increased our fidelity insurance coverage from \$250,000 to \$350,000.

Sherie and Vanessa discussed the new GASB requirements relating to PERS pension liability/asset information. Now all government entities have to record their share of the PERS liability/asset on their books. This doesn't change school's requirements. It changes significantly how our auditors audit our books. It makes the tables hard to understand and also our position hard to understand and possibly misleading.

Vanessa presented the year's proposed budget compared to what was actually spent. Noted that due to higher ADMw and enrollment, and a few lower expenses, we ended the year with a higher year-end balance than proposed.

Bob agreed to be treasurer.

Meeting adjourned at 7:58.