

**CORPORATION FOR EDUCATIONAL PARTNERSHIPS
BOARD OF DIRECTORS MEETING MINUTES
November 28, 2017 p.m., SWA Campus**

CALL TO ORDER

Debby Warren presiding: Meeting called to order at 7:08 pm

Members present: Debby Warren, Kasey Davis, Marlyn Bridgman, Lisa Archambault,
Gary Leonard, Michael Stone

Staff present: Carroll Reed, David Thomas, Winnie Lameck, Mike Heavey, Jeanne Driver

Guest present: John Adcock, Lori Tryon, Jennifer Newmann

ESTABLISH A QUORUM / APPROVE AGENDA

A Quorum was established.

The agenda was approved (**MOTION** by Lisa Archambault, Seconded by Marlyn Bridgman)

The September 19, 2017 minutes were approved (**MOTION** by Kasey Davis, Seconded by
Michael Stone)

REPORTS

Senior Advisor: Carroll Reed

- 2017-2018 Budget: continuing to work on new formatting of reports.
- MODULAR FINANCING PLAN: Waiting for USDA's approval of our modular application before committing to final financing plan.
- USDA Update: Per USDA email, 2017-2018 initial allocation of money has been received. Our application has been submitted and draft copy of audit report has been forwarded to USDA. Per agreement with USDA we now have two projects: Phase I and Phase II.
- Property and Town Issues: John Adcock, SWA attorney, attended and reviewed rezoning of the Grigsby Property, relocation of the farm road, and town requirements for site development.

Principal: David Thomas

Dean of Students: Winnie Lameck

- Student enrollment now at 607.
- October 24, 2017 Open House was a big success.
- October 26, 2017 Teacher Mentor Training was held at SWA for all mentor teachers in this region
- November 4: Fall Festival; November 18: Vendor Fair; Beta Club Induction:57 total members; Jr. Beta Club:42 members; First Quarter A/B Honor Roll: 145 High School and 155 Middle School.
- DT discussed department meetings, Principal's Advisory Council, Bright Arrow Update, Lotterease update, transition to online portfolio, advancing in technology, and emailing report cards.
- WL showed videos of old and new online methods of presenting portfolios.
- WL discussed the 6th-12th grades are now signing up for our annual SWA Career Day.

Director of Development: Mike Heavey

- Donation of \$3,185 received in cash.
- Created and discussed Development Plan for 2017-2018.
- KD working diligently on building new online donation page and SWA Development Website.
- MH discussed F-V Chamber of Commerce grant opportunity to train SWA students; skills in leadership and specialized areas like HVAC and welding.
- MH discussed Development Committee update, development newsletter, corporate sponsor's seminars, new HVAC contractor, and self development updates.
- MH working to establish a Key Club and Interact Club at SWA.
- MH assisted in establishing F-V Business Alliance, a Youth Leadership Initiative, had 4 students from SWA and 20 students from FVHS.

ACTION ITEMS:

New Business

- **1. The board approves the Executive Committee to act on behalf of the board regarding USDA loan documents and bring any action(s) to board for full board ratification. Purpose: Save time in USDA loan process.**
- **2. The board approves the Executive Committee to act on behalf of the board regarding rezoning and/or other work on the Grigsby property and bring to board for full board ratification. Purpose: Save time in Grigsby property closing process. (Deadline: 1 March 2018)**

Motion to approve both action items: Gary Leonard, Seconded by Marlyn Bridgman

ADJOURNMENT:

8:53 PM (**MOTION** by Kasey Davis, Seconded by Michael Stone)

UPCOMING MEETINGS

Board Meetings:

23 Jan.

27 Feb.

27 Mar.

24 Apr.

22 May

DEBBY WARREN, President

DATE