

PHANTOM KNIGHT BOARD OF DIRECTORS, INC
BOARD MEETING MINUTES

12:00 p.m., Wednesday, August 17, 2011

Meeting Location: PKS School Conference Room

- I. Board Meeting Attendees
 - a. Board Members: Danielle Ness, Maribeth Grzywa, Maureen Leonard, Nancy Konecny
 - b. School District Representative: Aaron Herm, Jason Lau

- II. Meeting called to order at 12:00 pm.

- III. Agenda
 - a. No meeting agenda

- IV. Staffing
 - a. Secretary
 - i. posting will run through Friday 8/19
 - ii. have received applications from 5 internal candidates
 - iii. interviews will be scheduled with those qualified
 - b. Special Ed Aide
 - i. Posting is complete and interviews will take place next week
 - c. PK Building Administrator
 - i. Jason clarified his role within the school district and how he is the elementary principal as well as the PK building administrator
 - ii. Jo Boss will replace Jason in his previous position, but Jason keeps PK

- V. Budget
 - a. At future board meetings, the board will review the budget and begin strategic future planning for realigning of the budget with school/student needs

- VI. School Calendar
 - a. Parents' meeting dates did not make the deadline for printing on the school calendar
 - b. Calendar is current at the printer; Jason will prepare letter that will accompany the calendar for each family
 - c. Aaron will make sure that calendar is updated on the school website

- VII. Board Members
 - a. Board members for the 2011/2012 school year include:
Parent Representatives: Maribeth Grzywa, Maureen Leonard, Nancy Konecny
Community Representative: Jim Begotka

Post-Secondary Education Representative: Steve Correia, St. Norbert College
Business Partner Representative: Danielle Ness, Festival Foods
School District Representatives: Aaron Herm, Jenny Wassenberg, Jason Lau
Student Representative: to be determined at September board meeting

VIII. Board Officers

- a. The following board officers were elected:

President: Maribeth Grzywa

Vice President: Steve Correia

Secretary/Treasurer: Danielle Ness

Charter School Rep: Maureen Leonard

**IX. The next board meeting will take place at 5:00 pm on Tuesday, September 13 in the
PKS Conference Room.**

X. Meeting adjourned at 1:00 pm