

**Cardinal Local School District  
Work Session/Special Meeting  
August 24, 2016**

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The Work Session/Special Meeting of the Cardinal Board of Education held at 5:00 p.m. on August 24, 2016, was attended by Ken Klima, Wendy Anderson, Greg McClain, Linda Smallwood and Katie Thomas.

**Presentation:**

**Athletics/Pay to Participate Update** – Andy Cardinal gave the Board members a copy of the new fall sports program. It has been many years since we have had one done. He met with Kim Breyley at the Middlefield Post in July to work on getting something together. This is only the first publication. They did the layout and we provided the information. We have 500 to sell at our fall home events. The money goes towards athletics. We will do another one in the winter. Sunday at 2 p.m. will be the Meet the Huskies event at the football stadium. The band will be performing along with the flag line and the cheerleaders. All fall sports teams will be introduced. In the future we will try to do this along with a scrimmage to continue to celebrate our students. This is a booster sponsored event. Mrs. Whitney and Mrs. LaDow worked on it together. *Mrs. Thomas asked what kind of advertising has there been.* Mr. Cardinal said they are working on getting the word out through Facebook, the website and word of mouth.

Mr. Cardinal reported the idea last year was to have our booster support groups donate at least \$30,000 towards p-t-p fees allowing us to drop the cost to the families. Friends of Mike Foundation donated \$12,000 but the other booster groups only raised about \$20,000 and donated nothing towards the cost. Therefore the District had to cover the additional p-t-p costs. *Dr. Hunt stated there will be a meeting on Monday to redirect the focus to help keep p-t-p fees at reduced costs.* Mr. Cardinal said the athletic boosters have had a slow moving transition and plans for 2 or 3 fundraisers did not happen as expected. At the first booster meeting there were some new faces and a parent stepped up to handle the cheese booth at the fair so revenue was not lost. *Mrs. Anderson questioned her understanding from last year that he was looking for each booster group to contribute \$10,000 a piece towards p-t-p fees, right?* Mr. Cardinal replied she was right and we expected the money at the beginning of the year so we could front load the contribution and cut the cost of p-t-p at the beginning of the season. *Mrs. Anderson stated the boosters had Chinese Auctions and concessions but no longer.* Mr. Cardinal stated they still have the Chinese Auctions but they are no longer running the concession stands. They were handing out those opportunities to other groups in the District. Teams are now expected to man a concession stand during the home games. The boys' basketball team is manning the concession stand at the volleyball game. The money will go to the p-t-p account. Mr. Cardinal is encouraged that the booster groups are moving forward. *Dr. Hunt will be addressing these issues at the meeting on Monday. Some folks understood the required changes and some did not. We will be revisiting the purpose of the groups and the need to work together according to the IRS rule and other regulations.* Mr. Cardinal said if you look at other booster groups they are raising significant amounts of money. Kirtland boosters raised \$100,000. He feels our groups can raise enough to further reduce or eliminate the p-t-p fees. With the reduction in fees and the family caps we did see an increase in participation.

*Mrs. Smallwood asked if all the kids who played last have paid up.* Mr. Cardinal replied most have paid, but there were some issues with consistency of entering the information into the IC system. We are cleaning up the issues. In the meantime, the kids are ineligible to participate until their bills are paid in full. We have enforced it as ineligible to participate in the next sport for most cases. He keeps a spreadsheet of who owes and has a much better picture right now. Parents have not said they are not paying. They just cannot pay right now and we will work with them. *Mr. McClain asked if we have a way to track kids with hardship issues so we can find a way to help or work with sponsors so the kids can play. He knows of people right now that would sponsor a child to participate.* Mr. Cardinal does have a list and has two students he is working to find sponsors due to their current

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home situations. The Methodist church and JFS have also helped out in the past years as well. *Mr. McClain asked for some names and amounts so he can see what he can do to help out the situation.* Mr. Cardinal thanked Mr. McClain and will get him some information soon. *Dr. Hunt wanted to quickly recap the p-t-p situation. They will be revisiting the donation request with the booster groups as we move towards a single minded approach to fundraising. We are reviewing the input process of the p-t-p fees in the IC system. This will all be reviewed in April/May to see where we stand and if we need to change the p-t-p fees for next year.*

**Discussion Item:**

**Organizational Chart** – Dr. Hunt shared the updated organizational chart showing the change in the Assistant Principal/Athletic Direction position.

**Strategic Plan** – Dr. Hunt researched two companies for the strategic plan process. Transformation Systems is a cost of \$7,000 to \$10,000 for the assistance and guidance to compete a strategic plan. They will allow you to pay one-half up front and the remainder in June. Their assumptions are 1. The future of any system is largely a matter of choice not luck. 2. Strategic planning is a process that results in compelling, long range and public choices. 3. The best ideas are more likely to be found from among a wide range of ideas and people are more likely to support decisions they participated in making. 4. To achieve the outcomes included in a strategic plan, eventually the people and the system they inhabit must change. The present culture of any system is unlikely to change easily or willingly. And 5. IF you are not keeping score, you are only practicing. They would use World Café to help gather information, start planning in November, begin work and meet the implementation goal of June. OSBA is a cost of \$8,500 plus any additional services outside of the basic program. Their process is 1. Design Team Planning Session 2. Core Team Retreat #1 3. Homework – Data Gathering and Assessment 4. Core Team Retreat #2 5. Core Retreat #3 6. Design Team Checkpoint Session 7. Board of Education Presentation 8. Core Team Retreat #4 9. Core Retreat #5 10. Board takes action to approve Strategic Plan. Dr. Hunt gave the Board members the corresponding documentation for each plan to review.

*Mrs. Anderson asked how long the plan would be for.* Dr. Hunt said it would be a 3 year plan. We all know a 5 year plan is too long as too many things can change over that time frame. *Mr. McClain asked for references of other schools who have used these two companies.* Ms. Knuckles suggested the Board review the documents and get a list of questions together for Dr. Hunt. Then, he can do the homework and find out the answers for everyone for the next time it is discussed. *Dr. Hunt participated in this process at Perry and he loves this kind of thing. There is the process, the follow-through and the results leading to a better understanding of the direction of the District.* Ms. Knuckles stated on that side of the table he needs to bring the Board these types of things, but on her side of the table she needs to be able to keep the budget in check. What is the cost benefit of this program right now? Is this the right time financially to start this process when we have a levy on the ballot and just cut \$900,000 to begin the school year due to many funding cuts during the last fiscal year? The budget is extremely tight; there is no wiggle room for items not already budgeted for at this time. If you do this now, then the budget is taken away from something else. *Dr. Hunt stated this will cover all areas of the District operations and we need to have a plan to bring the community into the District and support us.* Mrs. Anderson added without a plan people will perish – Jeremiah. We started the OIP process and did not follow through. We need to have a plan and follow through with it. *Mrs. Thomas said this is a long-term thing and we need something as a message for right now this fall.* Mr. McClain stated we need measurements for our continuous improvement process; this would have no impact before the next levy. This process is unrelated to the upcoming levy. *Mrs. Anderson feels*

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*it is not completely unrelated as it could be a way to rally the troops behind the District and let them know we value their input and support.*

The Board will review the proposals and hold additional discussion at a later meeting.

**Executive Session:**

Mrs. Anderson moved and Mrs. Smallwood seconded a motion to retire to executive session for the purpose of discussion of the Treasurer's Evaluation and Employee Contracts.

Motion Approved at: 6:30 P.M.  
Time Retired: 6:32 P.M.  
Time Returned from Executive Session: 9:03 P.M.

Roll call vote:

Greg McClain, aye   Katie Thomas, aye   Linda Smallwood, aye   Ken Klima, aye   Wendy Anderson, aye

**Adjournment:**

Mr. McClain moved and Mrs. Smallwood seconded a motion to adjourn the meeting.

Meeting adjourned at 9:03 P.M.

Roll call vote: unanimous yes.

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Kenneth Klima, President

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Merry Lou Knuckles, Treasurer