



KASC BOARD MEETING

March 5, 2022 • Junction City First Baptist Church-Danville • 9:00 to 3:00 EST

In Attendance	Absent
Kelland Garland Cassie Ipock David Roach – Zoom Shawna Stenton Lauren Mitchell Mark Rose Cyndi Wrenn Malina Owens Steven Bauer – Zoom Melissa Turner Michelle Burke – Zoom Audrey Gilbert Staff: Ronda Harmon, Liz Erwin, Jennifer Moore, Lynne Slone, Lynne Keen, Crystal Scott	Bryan Flachbart Pam Wright Cameron Jackson Allene Houston-Jones Emily Barber Angela Ballinger Allison Rains Austin Vahle Bill Bradford Michael Wilson

PRIOR MEETING REVIEW

- Kelland Garland called the meeting to order at 9:11 AM EST. Quorum was not reached.
- The meeting began with a review of board member responsibilities by watching [the video](#) shared at the November meeting.
- Ronda led the board members and staff in a partner talk to process video and to allow board members to introduce themselves.
- Liz shared the new blog, [KASC Board Room](#) that will be used to house board member business and materials.

OPENING BUSINESS

The board was not able to conduct any official business because quorum was not reached, so the [November minutes](#) will need to be approved through email.

SERVING AS AN AMBASSADOR

- Ronda gave a review of the [board responsibility](#) of acting as a KASC ambassador.
- Each board member was given a binder and promotional handouts to use in their roles as ambassador. Members discussed the materials and compiled their handouts into binders.
- The board members were given time to individually reflect on one thing they can/will do in their role as an ambassador. Each meeting the board members will report on how they served as an ambassador since the last meeting. (This will be an agenda item for every meeting.)
- Crystal walked the board through our new electronic portfolio ([ISSUU](#)) that will be used for member retention and recruitment strategies. All board members will have access to the ISSUU, as well as electronic copies of the handouts that were put in binders.

LEGISLATIVE UPDATE

- Lynne Slone discussed the latest on SB 1 and gave a summary of major bills that KASC is watching and would affect school councils. All members will continue to be updated via weekly Legislative News emails on Thursdays.
- Board members were given time to [respond to different prompts](#) that will be used in Board Member “Shoutouts” on social media. Crystal took pictures of the board members to use in the “shoutouts.” Liz will follow-up in email to get the shoutouts from those who did not complete in the board meeting. In the email, Liz will ask for the **shoutouts to be completed by Friday, March 18th.**

KASC RESOURCES FOR YOU

Liz and Ronda split the board members into two groups. At one table, Liz shared a tool from the [growth mindset toolkit](#) while at another table, Ronda shared the new Parliamentary Procedure freebie in development. Each group had about 10 minutes at each table to learn about the KASC resources and were given access to some resources for their own use.

LEADING STRATEGICALLY

- The board reviewed what is meant by [leading strategically](#) as a board member.
- Staff shared 2 draft membership goals:
 - Each school-year, add 30 “new” school memberships.
 - Maintain 100 percent of school memberships each year.
- Ronda also shared [the thinking behind the crafting of each goal and a list of possible markers](#) that could show progress toward the goals. Board members were given time to discuss the goals and markers.
- The board discussed the goals and markers in pairs and then shared ideas and/or takeaways.

ENSURING FINANCIAL STABILITY

- Members present discussed the recommendation of the financial review committee to move away from yearly audits. According to the committee, “All the procedures that are currently in place along with the accounting firm completing reconciliations each month, will allow less frequent audits. Once every three years or even every 3-5 years would be more than appropriate.” The recommendation will be voted on in the action items form that will be distributed to all board members.
- Jennifer discussed highlights from the [2021 budget](#) including ending the year with \$120,053 more in net income than was projected. The board transitioned into discussing challenges and opportunities regarding the 2022 Budget, as well as proposed changes made by staff after having the data from November and December to complete the 2021 fiscal year.



The three [proposed changes](#) are to:

1. Increase projected training income from 76,000 to 91,000
2. Change projected payroll expense from 305,220 to 319,380 (The board received clarification from Ronda that this was because the approximate \$13,000 Employee Retention Credit for 2020 could not be listed in the 2022 budget even though it is expected to be deposited in our checking account in 2022).
3. Reduce the training expense from 12,700 to 12,580 to account for the reduction in training cost with increase of online and self-paced training.

STATEWIDE NEWS

Audrey Gilbert discussed her work as an education policy intern and with the Kentucky Coalition for Advancing Education (KCAE) with which she also serves.

Lauren Mitchell said that her meeting with the Family Partnership Council was next week.

REFLECTION AND PLANNING FOR JUNE MEETING

- Board members completed a reflection on the strengths and opportunities of the meeting. (Plus/Delta)
- The staff and board discussed ideas for agenda items for the July meeting. Kelland shared the idea of having all of the “board business” or action items take place in the morning and the “workshop”/learning content in the afternoon.
- All members present agreed that the June meeting should be in-person with the option of Zoom only in extenuating circumstances.
- In June, we agreed to discuss options for future meetings — virtual meetings; possibilities of changing the location of one or more meetings near an interstate.

ADJOURNMENT

The meeting was adjourned at 3:00.