



Scottsdale Country Day School

Minutes of Meeting of the Board of Directors

July 11, 2017 - 4:00 p.m.

10460 North 56th Street, Scottsdale AZ 85253

Office of Steve Prahcharov

1. Call to order

The Meeting of the SCDS Board of Directors was called to order at 4:01 p.m. by Board of Director Kathy Prahcharov.

2. Roll Call

Kathy Prahcharov took roll call with the following board members present: Steve Prahcharov, Kathy Prahcharov, and Robert Hill (telephonically). Mary Alpaugh was absent. There were no members of the public present.

3. Approval of Agenda

Kathy Prahcharov moved to approve the agenda of the Board of Directors; seconded by Robert Hill. The motion carried unanimously.

4. Approval of Minutes

Steve Prahcharov moved to approve the minutes for the June 6, 2017 meeting of the Board of Directors; seconded by Robert Hill. The motion passed unanimously.

5. Limited Call to Public

There were no members of the public present.

6. President Report

There were no agenda items.

7. Headmasters Report

a. FSY18 enrollment update

FSY18 enrollment update- Total 163

Steve Prahcharov reported that SCDS enrollment for FSY18 was at 163 students. Steve reported that two Kindergarten students withdrew from the last count. Report stands as is, no vote necessary.

8. Financial Report

There were no agenda items.

9. Discussion and Action Items

a. New Hire Teacher Contracts

Steve Prahcharov recommended approving the employee contracts for Mrs. Heather Moore and Maddie Schaeffer. Robert Hill motioned to approve the contracts; seconded by Kathy Prahcharov. During discussion Steve Prahcharov reported that Mrs. Moore would lead all subject areas for the 6/7 grade combination class. Motion passed 3-0.

b. Approved FSY18 budget

Steve Prahcharov recommended approving the FSY18 budget. Kathy Prahcharov motioned to approve the budget; seconded by Robert Hill. There was no discussion. Motion passed 3-0.

c. Prop 206 Paid Sick Leave Policy

Kathy Prahcharov recommended approving the SCDS policy on sick leave. Steve Prahcharov motioned to approve the SCDS policy on sick leave; seconded by Robert Hill. During discussion Kathy Prahcharov mentioned that the SCDS contracts exceed the minimum requirements by Prop 206 legislation effective July 1, 2017. Motion passed 3-0.



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- Under Prop 206, all employees must accrue paid sick time at a minimum rate of one hour of paid sick time per every 30 hours worked (not confined to a work week or pay period).
- Employers with less than 15 employees, must provide and allow the use of 24 hours of paid sick time per year
- Employers with 15 or more employees must provide and allow the use of 40 hours of paid sick time a year.
- Part-time and temporary workers are considered “employees”.
- Employers must also provide employees either in or on an attachment to the employee’s paycheck:
 1. The amount of earned paid sick time available to the employee.
 2. The amount of earned paid sick time taken by the employee to date in the year.
 3. The amount of pay time the employee has received as earned paid sick time.
- Employees must accrue earned paid sick leave immediately upon hire. The employer, however, may require that employees hired after July 1, 2017 wait 90 days before they can use earned paid sick time.

d. Loan approval policy

Kathy Prahcharov recommended approving a \$15,000 purchase authorization limit policy without board approval. Robert Hill motioned to approve the purchase authorization policy; seconded by Steve Prahcharov. During discussion Steve Prahcharov reported that there are months with higher purchase needs but with less available funding i.e. start of school curriculum and program supplies prior to the first equalization payment from state. Purchases, when funds are not readily available will be made by Steve and Kathy Prahcharov and would be reimbursed. Good business practices with such transactions will be to check that the budget indicates that there would be sufficient resources to reimburse Kathy and Steve Prahcharov during the FSY. To foster good governance, Steve and Kathy will notify the board of these transactions at the following board meeting. Motion passed 3-0.

e. Employer Sponsorship for Isabela Martinet

Steve Prahcharov recommended approving that SCDS sponsor Mrs. Martinet for an employee visa. Kathy Prahcharov motioned to approve the sponsorship; seconded by Robert Hill. During discussion, Kathy stated that Mrs. Martinet had a work visa but needed an employee sponsorship to move forward with permanent status. Steve reported that Mrs. Martinet was a loyal and excellent employee at SCDS for the past two years. Kathy Prahcharov noted that the cost to SCDS would be around \$4,000 in legal and filing fees. Motion passed 3-0.

Announcements/Adjournment

a. Scheduled board meeting date August 8, 2017 at 4 p.m

Kathy Prahcharov recommended changing the next scheduled board meeting to August 22, 2017 at 4:00pm. Robert Hill motioned to approve the recommendation for the board meeting date change which was seconded by Steve Prahcharov. During discussion, Kathy mentioned since the first day of school was August 7, 2017 the new date would allow for a better enrollment status update and time to settle into the new school year. The motion passed unanimously.

b. Kathy Prahcharov moved to adjourn the meeting; seconded by Steve Prahcharov. The motion passed unanimously. The meeting was adjourned at 4:25 p.m.

Minutes prepared by:

Kathy Prahcharov

Date Posted: 7/13/17 Time Posted: 11:15am

Posted By: Kathy Prahcharov, Director of Operations, SCDS