

**Governing Board Minutes**  
**12/9/14**

**Board Attendees:** Karen Antonacio, Ben Click, Anne Marie Dailey, Tara Duarte, Angela Funya, Robert Hicks, Eric Jackson, Brent Johnson

**Board Members Absent:** Robyn Baney, Takiesha Waites-Thierry, Denise Breckon

Agenda Item	Action
Convened at 5:36 PM	None
<p><b>Approve November Minutes</b></p>	<p style="text-align: center;"><b>Vote</b> Approval of minutes from November</p> <p style="text-align: center;">Bob Hicks Moves Brent Johnson Seconds</p> <p style="text-align: center;"><b>PASSED</b> 8-0</p>
<p><b>Director's Report (Angela Funya)</b></p> <ul style="list-style-type: none"> <li>• Working on the 2015/2016 school calendar <ul style="list-style-type: none"> <li>○ Must be to the school system on the 19<sup>th</sup> of December</li> <li>○ All St. Mary's schools are now starting 2 weeks earlier so there is a need to re-evaluate the calendar</li> <li>○ Does CPCS maintain a 2 week head start?</li> <li>○ Set up 2 scenarios for consideration by staff and CPCS board <ul style="list-style-type: none"> <li>- Scenario 1 – aligned with school system and quintets are more evenly spaced</li> <li>- Scenario 2 – keeps an early start and creates an early end to the school year but final quintet is only 36 days long</li> </ul> </li> <li>▪ Preliminary vote of the board was unanimously in favor of scenario 1; however Ange will query the staff and get their input before formally requesting a vote on the schedule</li> </ul> </li> <li>• <b>Budget</b> <ul style="list-style-type: none"> <li>○ Our current iteration of the budget considers the PPA conservatively as it stands now however, it will likely change in February</li> <li>○ CPCS needs a second Special Educator and the current vacated Educator position will be replaced</li> <li>○ Will have the final budget in May</li> </ul> </li> </ul>	<p style="text-align: center;">Discussion</p> <hr/> <p style="text-align: center;"><b>VOTE</b> Acceptance of current budget</p> <p style="text-align: center;">Bob Hicks Moves Ben Click Seconds</p> <p style="text-align: center;"><b>PASSED</b> 8-0</p>

<p><b>Old Business</b></p> <ul style="list-style-type: none"> <li>• Capital Campaign, vote completed and date pushed out until 14 February</li> <li>• Artist in Residence is established (see action items)</li> <li>• Fundraising policy will be sent out</li> </ul>	<p>Discussion</p>
<p><b>Committee Reports</b></p> <ul style="list-style-type: none"> <li>• <b>Treasurer (Anne Marie Dailey)</b> <ul style="list-style-type: none"> <li>○ Fundraising total is: \$24,555</li> <li>○ The 5K and Penny Wars did very well</li> <li>○ \$1,200 must be added to the accounting budget to support overage in cost related to financial support from Askey &amp; Askey <ul style="list-style-type: none"> <li>▪ Overage occurred from tax items, additional meetings and misunderstanding of initial estimate/ coverage</li> </ul> </li> <li>○ Year-end appeal has been sent out and a few checks have already been sent in <ul style="list-style-type: none"> <li>▪ The question was posed as to if we should include alumni or the parents of alumni</li> <li>▪ It was recommended that it only be sent to the parents of alumni at this time</li> </ul> </li> </ul> </li> <li>• <b>Fundraising (Ben Click)</b> <ul style="list-style-type: none"> <li>○ Secured the Naval Aviation museum to hold the Vintage Affair on March 7<sup>th</sup> <ul style="list-style-type: none"> <li>▪ It will be called the Night at the Museum</li> </ul> </li> </ul> </li> <li>• <b>Community (Takesha Waites-Thierry)</b> <ul style="list-style-type: none"> <li>○ No Report</li> </ul> </li> <li>• <b>Public Relations (Bob Hicks)</b> <ul style="list-style-type: none"> <li>○ Articles are needed for the bi-annual CPCS News Letter</li> <li>○ Release schedule to be mid-winter and late summer</li> <li>○ Focus of the newsletter will be on describing our school and its needs to outside donors</li> <li>○ Articles should include directors introduction, fundraising highlights, treasurers report and student program/interest stories <ul style="list-style-type: none"> <li>▪ Clapp – Recycling</li> <li>▪ Jackson – Artist in Residence</li> <li>▪ Calabro – Student Counsel</li> </ul> </li> </ul> </li> <li>• <b>Strategic Planning Committee (Julia Nichols)</b> <ul style="list-style-type: none"> <li>○ Committee meeting was pushed back by one week</li> </ul> </li> </ul>	<p>VOTE</p> <p>Additional \$1,200 added to budget</p> <p>Ben Click Moves Bret Johnson Seconds</p> <p><b>PASSED</b></p> <p>8-0</p> <hr/> <p>Discussion</p>

<p><b>Action Items</b></p> <ul style="list-style-type: none"> <li>○ Updated Admission Policy for Board Binders (Ange)</li> <li>○ Table of Contents for Board Binders needs to be re-typed (Ben)</li> <li>○ Revised Dress Down Policy has been sent out (Ange)</li> <li>○ Finance Policy update is still in progress and will be discussed at the next meeting (Anne Marie) <ul style="list-style-type: none"> <li>▪ Meeting with Joe Saunders on Dec 12th</li> </ul> </li> <li>○ Building inspection has a few leads and John Kovach may be working to find a company to conduct the inspection <ul style="list-style-type: none"> <li>▪ Update possible for the next meeting</li> </ul> </li> <li>○ Updated Fundraising Policy (Ben) <ul style="list-style-type: none"> <li>▪ Will be sent out for review</li> <li>▪ Continuing to consult MANO</li> <li>▪ Discussion of group concerning rewording of the MOU to ensure the school is meeting legal obligations and avoiding unnecessary liabilities <ul style="list-style-type: none"> <li>- Is the MOU legally binding?</li> <li>- How will the school deal with legal obligations if it is binding and we have liability for the housed art?</li> <li>- Do we need to have an actual contract</li> </ul> </li> </ul> </li> </ul>	<p>Discussion</p>
<p><b>January Meeting Date</b> 13 January 2015 @ 5:30 PM</p>	<p>Discussion</p>
<p><b>Adjourn</b> 6:46 PM</p>	