

Governing Board Minutes

12/8/2015

Board Attendees: Christina Allee, Karen Antonacio, Robyn Baney, Denise Breckon, Anne Marie Dailey, Angela Funya, Catherine Grube, Wrenn Heisler, Robert Hicks, Eric Jackson, and Jessie Taylor

Board Members Absent: Jennifer Campbell, Charlene Rohulich

Committee Attendees: Julia Nichols, Pam McLeod

Agenda Item	Action
Convened at 5:30PM	None
Approve November Minutes	VOTE: Approved 9-0 Absent: Jennifer Campbell, Charlene Rohulich,
Board Development: (Wrenn Heisler) <ul style="list-style-type: none">Did activity on Governance versus Management of a Charter School Alliance Board	Discussion
Director's Report (Angela Funya) SCHOOL CALENDAR <ul style="list-style-type: none">Review of the proposed 2016-2017 school calendarSchool calendar for next year has planned 185 school days.Calendar includes February break and a few days in May.The school system is expected to start on August 24th.Took to motion for Board to approve (See below) and then will head to school system to approve WEIGHT THE LOTTERY <ul style="list-style-type: none">Meeting with the county school board and lawyer. Do not intend to weight the lotter this year. Learning how it is possible to weight the lotter for next year.The increased public outreach and handing out hard copies to preschool have helped obtain over 300 applications.Outreach has included DSS and so far 28 of the 230 applications reviewed have been eligible for free and reduced meals.Going to continue to look at headstart activities and the health and wellness fare spring activities for other opportunities for outreach.Next Potential parent information session is this Thursday from 6-7:30. Will continue to proceed with 1 st Grade increase for next school year	Discussion
MOTION <ul style="list-style-type: none">Approve the Draft 2016-2017 School Calendar to proceed to the county school board.	VOTE: 11-0

Architectural Proposals: (Eric Jackson) <ul style="list-style-type: none"> Ritter Norton was leading the pack. There was a price proposal clarification : Fee that is fair to both parties in the future will be discussed as we proceed so that all of the variables involved can be addressed. Hours themed thin – verified to be appropriate based on other projects and for only master planning. Did collect some CAD drawings of the spaces and for the design. Many repeat clients and good references. 	Discussion
MOTION: Enter into contract negotiation with Ritter-Norton Association for design work and mater planning for phase I renovation not to exceed \$30,000.	VOTE: 9-0 Absent: Jennifer Campbell and Charlene Rohulich
MOTION: Approve Framework to Assess Achievement of Goals for CPCS (Enclosure 2)	VOTE: 9-0 Absent: Jennifer Campbell and Charlene Rohulich
Committee Reports <ul style="list-style-type: none"> Treasurer: (Anne Marie Dailey) <ul style="list-style-type: none"> 5K raised \$5870 Craft Fair raised \$900 No audit yet – should be available any day – and will get to the board when available for review. Fundraising (Carrie Harney) – Provided by Catherine Grube <ul style="list-style-type: none"> Scripps training was helpful and money is starting to roll in for the online scripps cards Vintage Affiar is working to go to the firehouse and working planning acitivities – had their kick off meeting. Schoola is looking to do a fundraising drive. Penny wars needs to get on the calendar Chili Bingo is on the calendar for January 29th. Community (Charlene Rohulich) <ul style="list-style-type: none"> Nothing to report PR/Outreach (Bob Hicks) <ul style="list-style-type: none"> Nothing to report Strategic Planning (Julia Nichols) <ul style="list-style-type: none"> Nothing to report Facilities (Eric Jackson) <ul style="list-style-type: none"> Nothing to report other than above architect discussion 	Discussion
Facilities Manager (Pam McLeod) <ul style="list-style-type: none"> Elevator inspections complete 	Discussion

<ul style="list-style-type: none"> • Roof if fixed • Sprinklers are fixed • Back Doors and Fire System will be worked over the break • METCOM – working on the meter sizes and looking for a direction on the meter • No other takers on the space so far. 	
New Business <ul style="list-style-type: none"> • FACEBOOK Conversation – <ul style="list-style-type: none"> ○ Discussed Facebook options and desired controls for a potential outreach option. ○ Discussed allowing comments asking questions and controlling the site. ○ Decided to delay conversation for that and fundraising page till a later date. 	Discussion
Action Items NEW: <ul style="list-style-type: none"> • Get audit to board members for review for the January Board meeting (Daley). • On line fundraising tutorial for the board (Grube/ Allee) • Penny war on the books for fundraising activity (Grube/ Harney) REMAINING OPEN FROM PREVIOUS BOARD MEETING: <ul style="list-style-type: none"> • Need 3 of the committee goals for the 2015-2016 document. (Funya, Hicks, Rohulich) (SEPT) • Ms. Baney and Ms. Heisler to work Fund Balance documentation 	Discussion
Future Meeting Date: January 12, 2016 – 5:30 PM	
Adjourn 7:14PM	

Committee Report to the Governing Board, Chesapeake Charter School Alliance

Committee: Finance

Board Reporting Date: 12/8/15

Date(s) and Time(s) of Last Committee Meeting: no formal meetings

Attendees:

Meeting Agenda Items and Comments (put agenda items in a bulleted list of items, followed by the comments):

Waiting until the audit is completed to send the other items (audit, budget, proof of insurance and updated list of board members) to USDA. I am working to update our board calendar to reflect deadlines for USDA reporting, etc. I will send out a copy when it is completed.

Audit – Askey has been working on our audit, and the draft should be complete soon. We should be reviewing it at the December board meeting. They have filed for an extension on the 990 (due 11/15, extension is for three months.) They are also working on our taxes.

Update on financials –

- We are at approximately \$21,686 with fundraising so far.
- The final amount we made on the 5K was \$5870.
- We've collected about \$3,835 so far from the Direct Appeal to parents. We will be sending out another letter soon to outside donors.
- We made about \$900 on the craft/vendor fair. I was there – it was well attended. Shannon thought it was a good start and that it could do even better next year.
- Please review the excel file of financial reports prior to the meeting and let me know of any questions or concerns.
- Pam and I are meeting monthly to go over the facility budget to make sure we stay within our budget for spending. So far we are still on track.

Progress on Standing Board Goals (referring to the “CCS Alliance Board Goals” in your binder, list of the standing goal(s) on which you made progress, followed by any comment): Nothing to report

Progress on Annual Board Goals (referring to the “CCS Alliance Board Goals” in your binder, list of the annual goal(s) on which you made progress, followed by any comment): Nothing to report

Progress on Committee Goals (referring to your committee goals developed in the August workshop, list the goal(s), followed by comment): Nothing to report

Informal suggestions to the Governing Board: Nothing to report

Formal Motions for the Governing Board's consideration: Nothing to report

ENCLOSURE (1)



Framework to Assess Achievement of Goals for CPCS

GOALS:

1. CPCS will perform in the top 25% in core subjects of all charter schools and public schools authorized by our authorizer (SMCPS School Board) in years 3-6. As of year six plus, CPCS will perform in the top 10% in core subjects.
2. All students at CPCS who have been enrolled in CPCS for at least one year will achieve proficiency on state exams in core subjects.
3. Every student enrolled in CPCS for at least one year will achieve a year's worth of gains in core subjects.
4. Students will demonstrate knowledge of the Core Virtues from The Basic School: (Honesty, Respect, Responsibility, Compassion, Self-discipline, Perseverance, Giving).
5. Students will demonstrate the ability to:
 - a. Express themselves through the arts
 - b. Be good stewards of the environment.
6. Students will demonstrate an understanding of diverse cultures both locally and globally.

The Board must, on an ongoing basis, assess the School's achievement of the goals. To that end, the Board has constructed the following framework for assessment. It is contemplated that the Education Director will address this framework in the monthly reports to the Board. The order is not critical, but all areas should be addressed within a one-year period.

1. Students will demonstrate knowledge of the Core Virtues from *The Basic School*: Honesty, Respect, Responsibility, Compassion, Self-discipline, Perseverance, Giving.
2. Professional Development
3. Students will demonstrate an understanding of diverse cultures both locally and globally.
4. Budget Discussion
5. Students will demonstrate the ability to: (a) Express themselves through the arts; (b) Be good stewards of the environment.
6. Intersession Data
7. Every student enrolled in CPCS for at least one year will achieve a year's worth of gains in core subjects.
8. All students at CPCS who have been enrolled in CPCS for at least one year will achieve proficiency on state exams in core subjects.
9. CPCS will perform in the top 25% in core subjects of all charter schools and public schools authorized by our authorizer (SMCPS School Board) in years 3-6. As of year six plus, CPCS will perform in the top 10% in core subjects.

ENCLOSURE (2)