

Governing Board Minutes

3/08/2016

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

Board Members Absent: Jennifer Campbell, Robert Hicks

Committee Attendees:

Agenda Item	Action
Convened at 5:35PM	None
Approve February Minutes	VOTE: Approved 9-0 Absent: Jennifer Campbell, Bob Hicks
Board Development (Wrenn Heisler) <ul style="list-style-type: none">Financial Involvement vs Impact<ul style="list-style-type: none">Continue this development at the Board Retreat in August.	Discussion
Director's Report (Angela Funya) <ul style="list-style-type: none">Move money around categorically in operating school budget with direct correlation to the PPA.Requesting the excesses and deficits and areas that the school should cover instead of the Alliance based on expenses incurred for CPCS.We have not been allowed to maintain a fund balance so need to do a better job of understand and allocating in the appropriate categories of what we have and need to pay for. Have made requests to carry over money to the superintendent.Going to the BOE to request the categorical and where we want to move the money around to fund appropriately.Put money in category 01 for the audit. All for the benefit of the school and the legal requirements that the school had to meet.Need to look at the offsets to insurance, program costs and operating costs for the building.Askey/Askey wants to perform the audit earlier in the year this year.Need to account for the cost of the accountant for the remainder of the year.Need to move the renovation costs, snow removal and building security costs. (Category 10)Costs of maintenance for kitchen equipment, gym lights etc. (Cat. 11)May need to reevaluate contracted positions after finish budget review to fill all needs.	Discussion
Chair:	Discussion

<ul style="list-style-type: none"> • The Alliance may need to look at legal representation and understand where we can get help and have advocacy pieces in Annapolis. • National Charter School Conference is coming in June (26-29). Budget includes money for two representatives (Currently Jessie Taylor is planning on attending from the Alliance) <ul style="list-style-type: none"> ○ Look at Pam and Eric to attend from the school side and see if we can get information on expansions and renovations from a Charter School perspective. • By laws review as board development at the next two meetings. 	
<p>Committee Reports</p> <ul style="list-style-type: none"> • Facilities (Eric Jackson) <ul style="list-style-type: none"> ○ Architect came down on the 23rd. ○ Bouncing ideas around about what should be there ○ Gave a lot of ideas ○ Possibly breaking the school up into wings <ul style="list-style-type: none"> ▪ Early Childhood ▪ Core Functions in central space ▪ Middle School ○ Architect will also be here on Thursday • Treasurer/ Financial: (Anne Marie Dailey) (See enclosure 1 for Committee Report) <ul style="list-style-type: none"> ○ Vintage Affair – Raised ~\$14,000 ○ Penn Wars – Raised ~\$4900 ○ Walmart – Received a \$2000 grant. ○ Total received to date ~\$57,500 • Fundraising (Carrie Harney) – Provided by Catherine Grube <ul style="list-style-type: none"> ○ Looking at other fundraising options – Charity Miles ○ Fairlead Academy – doing a fundraiser to collect items with the Middle school and have the middle school deliver the items to the administration. Looking for travel size items. • Community (Charlene Rohulich) <ul style="list-style-type: none"> ○ Working with Student Counsel on items and working for volunteering for outside the school ○ Celebrate Volunteer Week ○ Also looking at STEM Week – waiting to hear from students ○ Staff Appreciation – 1st week of May ○ Waiting to sell what the kids want to do. • PR/Outreach (Read from inputs) <ul style="list-style-type: none"> ○ Senator Waugh visited the school <ul style="list-style-type: none"> ▪ He seemed impressed with the school ▪ Discussed that our biggest needs were fund balance and facilities Money. 	Discussion

<ul style="list-style-type: none"> ▪ Got into the discussion on diversity and he was happy that our demographics were balanced to the local area. ▪ Good job why we do well at what we do. ○ Currently identifying authors for upcoming newsletter ○ Next meeting – March 30th – 6 PM at Panera ○ Need to invite the Governor to the next vintage affair. ○ Need to send President and Wife invitation and then can auction off the letter. ● Strategic Planning (Wrenn) <ul style="list-style-type: none"> ○ Still working job description to move forward ● Health and Safety (Jessie) <ul style="list-style-type: none"> ○ No updates – working some walk activities for early dismissal. 	
Facilities Manager (Pam McLeod) <ul style="list-style-type: none"> ● Getting bids on filling the potholes ● Mr. Ritter – talking about removing some of the parking – but that is in the future ● Estimate on water meter size change and looking at business cases for savings. 	Discussion
New Business <ul style="list-style-type: none"> ● Upcoming Elections – need to look at those up for election ● Contacting those up for end of tour and understanding their intentions ● Julia will be non board member on the nominations committee ● Recommended that we might go out in the paper with calls for the non-parent/community representative ● Will meet with Kelly Hall in May ● General climate survey already went in. ● Looking to reach out to the community with Pam’s emails on items from the Alliance “Did you know” ● Need to do assessments by May 	Discussion
Action Items NEW: <ul style="list-style-type: none"> ● With the material findings is a full audit required again this year (Dailey) 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) ● Online fundraising tutorial for the board (Grube/ Allee) ● Bylaw Review: Folder missing, need to add material and review a piece each month 	Discussion
Future Meeting Date: April 12, 2016 – 5:30 PM	
Adjourn	

7:14PM	
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Committee Report to the Governing Board, Chesapeake Charter School Alliance

Committee: Finance

Board Reporting Date: 3/8/16

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

Monthly financials

- We are at approximately \$57,577 fundraising at this point.
- This includes an estimate of \$14,320 netted at Vintage. There are a few outstanding expenses and payments due to us, so we will have a final number for next month's meeting.
- We made over \$4,900 on Penny Wars! At the last meeting, I reported \$4,500, but there was more!
- WalMart increased their grant to \$2,000 this year!
- Please review the excel file of financial reports prior to the meeting and let me know of any questions or concerns.

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):

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):

Progress on Committee Goals (referring to your committee goals developed in the August workshop, list the goal(s), followed by comment)

Informal suggestions to the Governing Board:

Formal Motions for the Governing Board's consideration:

No motions at this time.

ENCLOSURE (1)