

**Governing Board Minutes**  
**11/15/2016**

**Board Attendees:** Christina Allee, Karen Antonacio, Robyn Baney, Jennifer Campbell, Anne Marie Dailey, Angela Funya, Wrenn Heisler, Sandy Imbriale, Leslie Moore, Daniel Morris, Carolyn Price, Jessie Taylor

**Board Members Absent:** Catherine Grube, Eric Jackson

**Committee Attendees:** Pam McLeod, Carrie Campbell

Agenda Item	Action
Convened at 5:30 PM	None
Approve October minutes	<b>VOTE:</b> Approved 9-0 Absent: Catherine Grube, Eric Jackson
<b>Board Development:</b> <ul style="list-style-type: none"> <li>• <a href="http://www.publiccharters.org">www.publiccharters.org</a></li> <li>• Discussed where Maryland falls in the rankings for charter law</li> <li>• There is no PPA for facilities or federal funding because of the weak law</li> </ul>	DISCUSSION
<b>Director's Report (Angela Funya)</b> <ul style="list-style-type: none"> <li>• The vote for the amendment to the charter authorized the following:               <ul style="list-style-type: none"> <li>○ Weighted Lottery</li> <li>○ Allowed adding the 2 classes for next year and then one for every year after that.</li> </ul> </li> <li>• The cash flow was tabled from the amendment for fund balance and facilities.</li> <li>• Working with the Board of Education to understand that at this point the Charter School is still working on building credit to qualify for possible future loans for facilities.</li> <li>• Working language with MSDE to support fund balance wording for a future amendment to the charter.</li> <li>• Need to work on the education about being a non-profit and having a little flexibility on how we spend the money to allow for facilities and other expenses that other schools are not responsible for managing.</li> <li>• Need to coordinate another work session with the board of education in the near future for categorical alignment.</li> <li>• Working with the USDA on possible funding options for facilities options.</li> </ul>	DISCUSSION

<ul style="list-style-type: none"> <li>• Had a good conversation with Senator Waugh- Talked about facilities funding limitation in the law. And He is willing to work with us.</li> <li>• Need to get the message out about our type of Charter School since we are not a for profit Charter School.</li> <li>• Working calendar options for next year and options for waiver to support our traditional calendar. No real guidance on applying for the waiver, but working language tied to the charter law and contract.</li> <li>• Working next year’s budget: <ul style="list-style-type: none"> <li>○ Salaries for Spanish, New Kindergarten Teacher and Para, New Second Grade Teacher</li> <li>○ Working converting both of the academic dean 11 month positions to 12 month positions.</li> <li>○ Working some infrastructure pieces for growing student population. (Substitutes, New Classrooms, Teacher Training, Buses, Copier)</li> </ul> </li> <li>• Working renovation options: <ul style="list-style-type: none"> <li>○ Working on \$50K Grant from USDA</li> <li>○ Looking to move nurse downstairs</li> <li>○ Need to work UDA application for the grant</li> </ul> </li> </ul>	
<p><b>Director’s Report (Educational Outbrief)</b></p> <ul style="list-style-type: none"> <li>• Tracking Students against a standard</li> <li>• Start measuring at Beginning of Year</li> <li>• Parent Conferences should be ongoing and giving homework recommendations</li> <li>• Lots of team teaching opportunists in lots of grades in middle school</li> <li>• Use common planning time.</li> <li>• There are 2 team leads assigned for each group (K-2, 3-5, Middle School)</li> <li>• Gives teacher leadership opportunities</li> <li>• Extra work time is not meant to be a punishment. If a teacher wants to hold a student accountable, the need to figure out other course of action other than punishing by withholding recess.</li> <li>• Working buddy program. Older Buddy with a younger buddy and student and teacher partnerships.</li> </ul>	DISCUSSION
<p><b>Motion:</b>  <b>Approved the amendment to the charter as included in Enclosure 1</b></p>	<b>VOTE:</b> Approved 9-0 Absent: Catherine Grube, Eric Jackson
<p><b>Committee Reports</b></p> <ul style="list-style-type: none"> <li>• <b>Treasurer: (Anne Marie Dailey/ Jen Campbell) –</b></li> </ul>	DISCUSSION

<ul style="list-style-type: none"> <li>○ Met last week and filed all of the taxes.</li> <li>○ Tax planning opportunity. If 85% of the building is tied to the school mission, we can be tax free.</li> <li>○ We are currently at that level, but if we expand tenants then we might not get the tax free this year.</li> <li>○ Calculation has 2 methods to prove the 85%.</li> <li>○ We overpaid taxes, so as of now, we have no requirement to pay.</li> <li>● <b>Fundraising (Carrie Harney) –</b> <ul style="list-style-type: none"> <li>○ Direct Appeal has raised \$8500</li> <li>○ Still working totals for the 5K</li> <li>○ Company checks are starting come in.</li> </ul> </li> <li>● <b>Community (Carolyn Price)</b> <ul style="list-style-type: none"> <li>○ Food Truck Fridays: <ul style="list-style-type: none"> <li>▪ Not planning on doing these during the cold weather</li> <li>▪ Need work ways to organize the event a little better</li> </ul> </li> <li>○ Wanting to work movie license and possible ways to have community nights</li> <li>○ Money is in the budget to afford the license.</li> </ul> </li> <li>● <b>PR/Outreach (Catherine Grube)</b> <ul style="list-style-type: none"> <li>○ E-mailed Delegate Rey, Clark and working on Morgan.</li> <li>○ Contacted the Governor</li> <li>○ Met with Senator Waugh</li> <li>○ Have had no response from any county commissioners</li> <li>○ November 29<sup>th</sup> meeting with the county commissioners and board of education</li> <li>○ Need to confirm meeting with Delegate Rey</li> <li>○ Delegate Clark has a meeting at 1000 on the 30<sup>th</sup> of November</li> <li>○ Working newsletter to go out before Christmas</li> <li>○ Working with local social services organization to fill out applications and looking for other alternative locations.</li> <li>○ Working press release on the weighting of the lottery</li> </ul> </li> <li>● <b>Strategic Planning (Julia Nichols)</b> <ul style="list-style-type: none"> <li>○ Nothing Briefed</li> </ul> </li> <li>● <b>Facilities (Eric Jackson) - Wrenn</b> <ul style="list-style-type: none"> <li>○ No official meeting, but have had a few builders look at the proposal and it appears that everything looks feasible for moving forward.</li> </ul> </li> <li>● <b>Whole Child (Jessie Taylor)</b> <ul style="list-style-type: none"> <li>○ Going over immediate needs</li> <li>○ Working with the local goat man to help make extra playground space for the increased population.</li> </ul> </li> </ul>	
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<ul style="list-style-type: none"> <li>○ Working on Grant options.</li> <li>○ Working on getting the climbing net installed</li> </ul>	
<p><b>Building Manager:</b></p> <ul style="list-style-type: none"> <li>● Over the October Break worked the concrete repair, and now the ramp is covered in recycled rubber</li> <li>● 3<sup>rd</sup> floor has had thermostats installed</li> <li>● November maintenance is complete</li> <li>● Warehouse space is cleaned out</li> <li>● Geothermal repairs, not sure how to fix the pump. Same pump that was fixed the last time.</li> <li>● Elevator inspection are tomorrow</li> <li>● PAE might want some additional space for a few more months</li> <li>● MED Star would like to possibly rent more space temporarily</li> </ul>	DISCUSSION
<p><b>Future Meeting Date:</b>  December 13, 2016 (5:00 PM) – Followed by Townhall at 6:00 PM  January 17, 2017 (5:30 PM)  February 21, 2017 (5:30 PM)  March 21, 2017 (5:30 PM)  April 18, 2017 (5:30 PM)  May 16, 2017 (5:30 PM)  June 6, 2017 (5:30 PM)  July 18, 2017 (5:30 PM)</p>	
<p><b>OTHER UPCOMING IMPORTANT DATES:</b>  December 1, 2016-- 5:00-6:30 PM: Prospective Student Information Night  December 5, 2016-- 6:00-7:30 PM: Prospective Student Information Night</p>	
<p><b>Adjourn</b>  7:10 PM</p>	
<p><b>Action Items:</b></p> <ol style="list-style-type: none"> <li>1. Need to vote on the proposed school calendar at December meeting.</li> <li>2. Need to vote on school budget at December meeting</li> <li>3. Use Board and School money to procure the movie license for the year</li> <li>4. Schedule Information night on the calendar and weighting the lottery for 13 December.</li> </ol>	

**FIRST AMENDMENT TO  
CHARTER AGREEMENT BETWEEN THE BOARD OF EDUCATION OF  
ST. MARY'S COUNTY AND CHESAPEAKE CHARTER SCHOOL ALLIANCE, LTD.**

This First Amendment ("Amendment") to the "Charter Agreement Between the Board of Education of St. Mary's County and Chesapeake Charter School Alliance, Ltd." (the "Charter Agreement") is entered into by the Board of Education of St. Mary's County ("Board") and the Chesapeake Charter School Alliance, Ltd. (the "Alliance") (together, the "Parties") this \_\_ day of November, 2016. The Parties recite as follows:

WHEREAS, on March 6, 2006, the Board granted a Charter to the Alliance to operate the Chesapeake Public Charter School (the "Charter School");

WHEREAS, on May 25, 2010, and again on September 10, 2014, the Board renewed the Alliance's Charter to operate the Charter School, the current term of which runs through June 30, 2019; and

WHEREAS, the Parties wish to modify or amend certain terms of the Charter Agreement; and

WHEREAS, those modifications or amendments are deemed to be "Material Amendments" controlled by Paragraph 54.0 of the Charter Agreement, meaning that they "will be effective only with the written approval of both the Board and the Alliance;

NOW, THEREFORE, the Parties, intending to be bound by the terms and conditions of the Charter Agreement as modified or amended by the terms and conditions set forth herein, enter into the following Amendment in accordance with the following terms and conditions:

**A.1.0 Definitions.** Terms used in this Amendment shall have the meanings provided for in the Charter Amendment, unless otherwise defined herein.

**A.2.0 Additions and Deletions.** Where the text of a paragraph of the Charter Agreement is modified by this Amendment, additions are indicated in this Amendment by underlining and deletions are indicated by strikethrough. The underlining and strikethrough are, however, solely for the convenience of the Parties, and the text of the paragraph set forth in this Amendment (less any stricken text) is controlling notwithstanding any inconsistency between the Amendment and the Charter Agreement.

**A.3.0 Weighted Lottery.** Paragraph 7.2 of the Charter Agreement is amended as follows:

Student recruitment and enrollment decisions shall be made in a nondiscriminatory manner and without regard to race, color, religious affiliation, national origin, sex, sexual orientation, marital status, religion, ancestry, limited English language proficiency, socioeconomic status, cognitive ability, disability or need for special education services, except if more students apply for any grade level than can be admitted, admissions priorities will be provided as follows: (1) children of founders; (2) children of staff; (3) siblings of already-enrolled students; (4) Economically Disadvantaged students (up to the lesser of the percentage of St.

Mary's County Public School students eligible for free and reduced price meals, or 35% of eligible spaces); and (5) all other applicants. "Economically Disadvantaged students" are those students who are eligible for Free and Reduced Meal Status coordinated through St. Mary's County Public Schools's Food Service office. If more Economically Disadvantaged students seek enrollment than there are eligible spaces available under the *permissible percentage*, then there shall be a lottery among the Economically Disadvantaged students for those eligible spaces, and any Economically Disadvantaged students not selected through that lottery shall proceed to any lottery step conducted for "all other applicants." The Alliance shall actively recruit and encourage student applicants from a wide cross-section of St. Mary's County with the aim of including, to the extent possible, a level of diversity that closely approximates that of the St. Mary's County Public School System as a whole. If more students apply for any grade level than can be admitted, admissions decisions will be made by a lottery process conducted in accordance with this Paragraph. Spaces filled by children of Alliance Founders as of November of 2004, children of Board and Alliance employees assigned to the Charter School and children who attended the Charter School in the immediately prior year or their siblings shall be exempt from the lottery. The lottery process shall be a random selection process administered by the Alliance. Non-resident applicants may not participate in the lottery. If a vacant seat occurs within the school year, the seat should be filled immediately from a numerically ordered waiting list that resulted from students not selected during the lottery process.

**A.4.0 Increased Projected Enrollment.** Pursuant to Paragraph 6.3 of the Charter Agreement, and notwithstanding any provision of any prior agreement or application, the projected enrollment for the Charter School is 420 students, beginning with the 2017-18 school year.

**AGREEMENT AUTHORITY**

**THE BOARD OF EDUCATION OF ST. MARY'S COUNTY**

\_\_\_\_\_ By: \_\_\_\_\_

**CHESAPEAKE CHARTER SCHOOL ALLIANCE, LTD**

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