

**Chesapeake Charter School Alliance Board
August 18, 2020 Meeting Minutes**

Board Attendees: Christina Allee, Carrie Campbell, Richard Carey, John Cook, Angela Funya, Sandi Imbriale, Mike Kantor, Adam Malisch, Pam McLeod, Merrie Beth Nauman, Shannon Norris, Colby Nelson, Rebecca Waters

Board Members Absent: Roberta Sola, Kevin Emerson, Karen Antonacio

Committee Attendees: N/A

Community Attendees: N/A

Convened with quorum present via Zoom at 5:34 PM

AGENDA ITEMS:	Action:
<ul style="list-style-type: none"> • Public Comment: Closed Zoom Meeting during 5th Virtual Board Meeting due to COVID-19 	N/A
<ul style="list-style-type: none"> • Welcome new board member Rebecca Waters as the 2020-21 Parent Rep! Merrie Beth and Adam will reach out to Rebecca to brief her on the Board and get any necessary forms completed. • <u>Educational Director’s Report:</u> <ul style="list-style-type: none"> -School has started and relief is huge! Kids are working in Schoology and people are getting the troubleshooting help they need as needed. Google Meet has a steep learning curve for all involved. Collaboration among staff is at an all time high. So far, opening going well. -CPCS is committed to online only school until Fall Break, then decisions will be made based on State and County decisions and best available information. -Additional physical materials will also be distributed on future Tuesdays as needed, in the same way they were today, 8/18/20. Teachers and staff loved the treats delivered during materials pickup today! -Superintendent recently gave staff the option to request ability to work remotely depending on individual circumstances. -School admin and CCSA Board will look at options to replace the annual new parent orientation (presentation slides might be made available to parents; Educational Director may be able to host a new parent open Zoom meeting or Google Meet in late August or early September). CCSA Board may open meetings to all CPCS staff and/or interested parents moving forward. School admin and CCSA Board are also looking at options for a virtual Fall Town Hall. • <u>Property Manager’s Report:</u> <ul style="list-style-type: none"> -An HVAC purification system was installed, including air circulation and UV light. 	Discussion

<p>-An E-mist electrostatic sprayer was purchased and delivered. Need to work out how it will be used. Estimated to take approx. 2 hours to treat the school. The Alliance is responsible for upkeep of the building. SMCPs was contacted to see if assistance is possible but it wasn't. Alliance will likely need to hire someone to conduct the spraying after school days.</p> <p>-Looking for people to serve on Facilities Committee.</p> <p>-Geothermal repair was done in July. Seems that 3 of 4 leaks were repaired but 1 leak is still active. The loop including that leak has been turned off. Geothermal is running at about 90% capacity, which should be fine moving forward. If/when we need to do work in back parking lot, we might look at additional geothermal repair at that time.</p> <ul style="list-style-type: none"> • <u>Board Development:</u> Report out from 2020 National Charter Schools Conference sessions. Adam and Colby have notes to share regarding sessions that they attended. • <u>2020-21 meeting dates:</u> Proposed dates are mainly second Tuesdays of the month, except August and September: <table data-bbox="337 892 690 1108" style="margin-left: 40px;"> <tr><td>8/18/20</td><td>1/12/21</td></tr> <tr><td>9/15/20</td><td>2/9/21</td></tr> <tr><td>10/13/20</td><td>3/9/21</td></tr> <tr><td>11/10/20</td><td>4/12/21</td></tr> <tr><td>12/8/20</td><td>5/11/21</td></tr> <tr><td>6/8/21</td><td></td></tr> </table> <p>The above dates were agreed upon for the 2020-21 CCSA Board Meeting Schedule</p> • <u>Retreat date(s) and planning:</u> <ul style="list-style-type: none"> -Merrie Beth will send out a survey to find an appropriate date/time for our virtual retreat. Two-hour max Zoom meetings were determined to be preferable to extending future Board meetings. -Potential retreat items include: <ul style="list-style-type: none"> -Annual board member form completion (Adam will send these out ASAP) -Committee planning and format for committee reporting/communication with Board (Donna Poudrier will be new Community Committee Chair) -Strategic Planning -Finance 101: How do we as a board get to the point to where we are financially stable -Getting all relevant names in one place for PR -Future school newsletters 	8/18/20	1/12/21	9/15/20	2/9/21	10/13/20	3/9/21	11/10/20	4/12/21	12/8/20	5/11/21	6/8/21		
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<p>MOTIONS: None</p>	N//A												
<p>VOTES: None</p>	N/A												

<p>ACTION ITEMS:</p> <ol style="list-style-type: none"> 1. Complete annual Board Member forms for everyone (September) 2. Determine Retreat date(s) and agenda (September) 3. Get all of the names in one place for PR to support having names in one place (September – fall retreat evaluation) 4. Looking to get newsletters out in the fall timeframe, later in October/November based on printing and timing of school opening 	
<p>ADDENDUM VOTE: Email vote of August Board Meeting minutes to enable community to have access to minutes due to closed session.</p>	<p>VOTE: 6-0</p>

Adjourned at 6:49 PM

Next Meeting Date: 9/15/20