

## Chesapeake Charter School Alliance Meeting 4.19.22 – Meeting Minutes

### Attendees:

Merrie Beth Nauman

Angela Funya, (dropped off at 6:00)

Roberta Sola

Melissa Denihan

Emily Meny

Pamela McLeod

Rebecca Waters (departed at 6:45)

Kevin Emerson (joined at 6:05)

### Education Directors Report:

Both positions have been listed with SMCPs: Academic Dean and Charter Director

*Academic Dean* – Applications are submitted, HR will evaluate candidates and determine who qualified, first they will conduct internal interviews, if there are no viable candidates, then they will review external resumes. Screening interviews are conducted and then preferred candidates are invited back for a second interview. Ange, Sandy, and Merrie Beth will be part of the first panel; July 1 start date for this position

*Charter Director* – This will be a SMCPs position, again internal candidates will be evaluated first, and then external if no qualified candidates are found. Two representatives from the Alliance will attend the interview (Merrie Beth and Sandy) and will work collaboratively with SMCPs to make a hiring decision.

There was a good discussion regarding the drafted interview questions and the interview process.

Merrie Beth will get clarification from SMCPs on the following items:

- a. Can we provide any of the questions in advance?
- b. Can we have Carrie and Pam participate in the 2<sup>nd</sup> interviews?
- c. Can we provide a POC to candidates that request additional information regarding CPCS?
- d. Is there a time limit for the interview?
- e. Is there a writing element associated to the interview? Possibly use one of the questions.
- f. Can a task be given to the candidates?

Merrie Beth will email findings to the Board and determine a voting method for finalizing the questions.

### Staffing:

We have 2 teachers that are transferring to other schools; 1 has been replaced and interviews will be conducted for the other. Staff are leaving to be closer to home and to accommodate an interest in a grade shift that CPCS couldn't accommodate. The plan will be to share staff changes to the parent community prior to the end of the school year.

**Calendar:**

May is busy! We have penny, wars, the musical, field studies, and the opera!

We only had 2 inclement weather days, so our school year will finish 1 day earlier, original date was 6/9, new date is 6/8 (which is also field day – early dismissal), 8<sup>th</sup> grade promotion is 6/6, all is updated on the Google calendar.

**Budget:**

Still waiting on confirmation regarding \$40k for retirement, plan in place to adjust as needed, waiting for Tammy to confirm.

ESSERIII (Elementary and Secondary School Emergency Relief fund) Grant – Northbay trip was originally approved, however, because it is a Federal Grant, we cannot use to supplement something we've already funded, allowed us to switch Molly and Northbay, Molly is being paid through the Federal ESSERIII funds, Northbay trip will come out of the Alliance budget and for next year as well, Northbay cost for next year will only be ½, just 1 class. The switch is 1 for 1. We will go through the Alliance approval process; Ange will send an email to detail and provide the associated documents.

**Teacher Appreciation:**

Looking for volunteers (email was sent out), Christina Jones is coordinating with Carrie, working with local businesses to offset costs.

**Vintage affair**

Vintage Affair is on May 7<sup>th</sup> at the Bay District Fire House. The Board is requested to donate one beverage and one book for auction items. Please provide by May 1<sup>st</sup>. Anyone who has pledged the \$300 annual donation receives 2 tickets. If you are unable to attend, you can donate those tickets to staff you want to attend, just please coordinate with Rebecca and Shannon.

**Charter School Conferences**

MD Charter school conference - May 11<sup>th</sup>, virtual, free, no agenda yet, see who would like to attend.

National Charter School Conference – Washington, DC – in person, June 19<sup>th</sup> to 22<sup>nd</sup>, budgeted \$2k, previously sent teacher representatives and Board reps.

[NCSC22 | National Charter Schools Conference \(publiccharters.org\)](https://publiccharters.org/)

We have 2 staff members interested to attend (April and Paula), Merrie Beth is going to talk more with Carrie and Ange and determine how many spots to reserve, Merrie Beth will gauge board members interest as well.

**Recruitment Process:**

Kevin is coordinating a quick presentation of what the board is and responsibilities, and committee structure, will do after community gathering on Friday, approximate start time 9:30. Will look to organize interviews after May 1<sup>st</sup>, still need to figure out community members, encourage them to

attend coffee, Kevin will send info to Pam to send out to the school community, maybe have a stand at the Craft Fair, maybe have a member speak before the fair starts, May 21<sup>st</sup>, have a table at the Riverfest, maybe have the art students paint a table drop for a display table

**Meeting adjourned at 7:15 p.m.**