

Chesapeake Charter School Alliance Board Meeting minutes  
June 14, 2022

Attendees: Merrie Beth, Kevin, Erin, Melissa, Coby, Emily, Shannon, Roberta, Karen, Sandy, Ange, Pam, Carrie

Minutes by: Kevin

Approval of [May minutes](#):

5:30 - 5:35 Public Comment

5:35 - 5:50 Educational Director update

- New administration is in place for next year.
- Good end of the year for staff, new staff members attended the vertical integration staff meeting

5:50 - 6:00 Staffing

- A lot of shuffling and new staffing will be in place in the fall. Two positions still need to be filled, and that will hopefully be resolved soon.

6:00 - 6:15 Budget - **please review the budget that Carrie sent and be prepared with questions**

- Revised fundraising budget will be emailed to the board for a virtual vote later this month.
- Facilities budget - unanimously approved.

6:15 - 6:25 Facilities

- 3rd Floor - Renovation Space - Passed Final Trade Inspection May 18 – Need our final with the Fire Marshall (currently working on finishing up)
- Working on Suite #201 –Painting, Internet, and intercom for June move-in
- May 27 – Replaced Kindergarten HVAC Unit Replaced & #303 Unit repair.
- Summer Projects have begun (Classrooms, parking lot, etc.)
- Alarm Panel Approval – I have 2 bids. Finalize the proposals and submit via email to get contract signed this week
- Lead Testing – one outlet failed first draw sample, passed flush sample. Still have to notify parents & staff. Another test will have to happen, and results reported within 30 days to the state and health dept. The outlet that failed was a hand washing sink in a second grade classroom.

6:25 - 6:45 Board nominations / Exec Nominations / Board recruitment - community and parent rep

The slate for new board: Karen Antonacio, 3 year term board member, Shannon Norris

- Both Karen Antonacio and Shannon Norris were unanimously endorsed for board membership.

The slate for exec is as follows:

Chair: Kevin Emerson

Vice Chair: Melissa Denihan

Treasurer: Shannon Norris

Secretary: Karen Antonacio

- Exec slate was unanimously approved.

6:45 - 7:00 Leadership transition plans / retreat scheduling

- Continuity plan for leadership transitions. Between Molly and Dr. Farel, and Jacob who has experience with succession planning and charter schools. We need to think about budgeting for these things.

June 20 - Final virtual votes were taken on the following motions:

1. A motion to approve the FY23 fundraising budget as presented by Carrie in this email. Revisions were made based on recommendations made by the board at the last meeting.

Unanimous approval

2. A motion to approve the [May minutes](#).

Unanimous approval

3. A motion to approve the [June Minutes](#). Note, I will amend the June minutes to reflect the votes on the May and June minutes.

Unanimous approval