



BOARD OF DIRECTORS
MEETING

Thursday January 22, 2009 6:30 pm
Merit School of Music
38 S. Peoria, Chicago, IL 60607

The meeting was called to order at 6:40PM

No public comment.

Approval of the minutes of Nov. 20, 2008 moved to February's meeting.

Head of School Report

Bruce Law introduced Leah Rogers as Academic Administrator. She was previously a teacher at CVCS, but then moved on to a leadership position at K-12. As Academic Administrator, Ms. Rogers provides research, support and knowledge about the curriculum. This is Ms. Rogers' second week at CVCS and is very excited to be here.

The board previously approved the use of Administaff for payroll/benefits payments. HOS Law is letting the board know that he is signing for it to be approved. Administaff takes care of human resources for the school like payroll, benefits, etc.

President Martin and HOS Law are revising the DOE Grant budget. The grant may be used for items at a new facility. CVCS anticipates that the school will be in a new facility come next fall. The rest of the grant should be used for staff and faculty development. The total grant is about \$460,000, and there is about \$290,000 left that has to be encumbered by Sept. 2009. Also, We still have time to spend the Walton Grant.

There are 2 or 3 possible sites for the new facility. Gary Fredricks will sit down with K-12 to decide which facility is feasible for CVCS. Board member Woltman makes a point that he and Treasurer Bargon were appointed to the sub committee for facilities and requested that they be made aware of any work needed for the choice of the facility.

HOS Law explains that there were complaints about the school not closing when temperatures were below zero. His view is that if the safety of the student is secured then CVCS should be open. Secretary Elizondo thinks that the truancy and Family Accountability Plan should be a little less stringent because parents may not want their student out in the cold. When a student misses their Learning Center day at CVCS parent get a FAP. Treasurer Bargon asks what is considered an excused or unexcused absence. HOS Law explains the difference at CVCS and that he respects parents decision.

Dr. Law asks that if there is any information that the board needs, please let him know. Treasurer Bargon thinks that the board needs to go over strategic planning on a Saturday to get to a consistent reporting system and go over things that are the key drivers for CVCS.

Treasurer Bargon wants to hear the teachers' opinions, how they feel, and what should be used. The board needs to find the key drivers that will push the board forward to help the school.

Academic:

The Scantron tests are performance assessments 2nd -10th graders take. It is used to help identify where the students are academically. The 2nd grade takes it now but the 3rd through 10th took it at the beginning of the school year. Test will be given again in the fall. Scantron is used to help identify the students' performance level – at risk, on target, or advanced level. Students “at risk” are identified based on test scores and grades. There are 187 students enrolled. 177 tested for reading and 182 for math.

Secretary Elizondo wants to see a comparison to other K-12 schools to see how CVCS is compared to virtual schools. Ms. Rogers will get that to the Board.

The report cards are due Friday, January 23rd after 5 pm. The office will print the report cards for teachers and they will be handed to students starting Feb. 2nd in envelopes.

There was a professional growth meeting for teachers, with Mrs. Rogers. The teachers are establishing a set of attendance and retention goals. Mr. Toman explains that it is something that the teachers wanted. They can set their own goals and be evaluated on these.

Board Member Woltman left the meeting 7:20 p.m.

Operations:

Shaunna Finley reports that as of Jan 26th there are 588 students enrolled with 11 spots to fill. There was a \$60,000 increase in funding for at-risk students due to the completion of the free and reduced lunch data submitted to CPS. Aaron Hull will send an amendment for the funding increase. The Board and administration will need to decide how to allocate the money to benefit the students. It has to be used by June 2009.

Teachers are interest in the 403B program. Tom Cavanaugh is interested to meeting with the board to discuss the program.

501C-3 will require additional work for completion. Rinda Allison along with CVCS and K12 will complete the work. The questions are related to the school's relationship with K-12, the facility, how does CVCS operate on a day to day basis and what are the projected enrollments for next year.

The entire staff has been updated on Jan 12th for CPR certification.

Treasurer's Report

Treasurer Bargon distributed and discussed the December Financial report. Through this point in the fiscal year, we are at an operating deficit close to \$36,000. However, CVCS is on line to break even at this point and Treasurer Bargon foresees a break even at the end of the fiscal year. Treasurer Bargon will talk to John Bione about the revenue policies and recognition system. He would like to identify how and when we recognize expenditures and the three grants.

Board Business:

Medication Policy

Ms. Allison and Vice President McCann have rewritten the medication policy and placed it in the policies. Staff will have to read through it and drafts will have to be made to make sure that they understand these policies. Voting on the policy will occur in February.

Facilities planning update

The board is waiting for K-12 to let the board know which facility(ies) is(are) feasible. President Martin thinks that if the coordinates for the facility were expanded there will be a higher percentage of probability of finding a space. This will be questioned at the next facility meeting. CVCS needs to inform Merit by March 1st if CVCS is going to stay in the building. Treasurer Bargon suggests that there are more important things to do academically rather than finding a new building unless CVCS finds the perfect place. Bargon asks if there would be an issue with the money we were going to use to pay for the space. President Martin explains yes, because money has already been decided for the space. HOS Law has a meeting discussing the facility on Friday, January 23, 2009.

Board Planning Workshop

Secretary Elizondo is in charge of planning the meeting. She will get back with the board during the week about the plans.

K12 Payment Process

It is time for K12 quarterly payout. Treasurer Bargon indicated a need to make this process more formal.

New Board Member Search

The board asks that the new member have experience in grant writing. Secretary Elizondo asked if the board tap into INCS-list of potential members who would like to be apart of a charter school board.

Other

Treasurer Bargon asks what Mr. Toman, a CVCS Teacher, what the mood of the teacher or the buzz is as of late. Mr. Tomin explains that the morale of the teachers has improved with the new administration. The teachers are hoping for a new facility due to the confinement at Merit.

Secretary Elizondo asks the status of the SAIP (school achievement improvement plan). HOS Law and Ms Rogers will check the status and present it at a future meeting.

Secretary Elizondo motions to adjourn. Seconded by Treasurer Bargon. Vote was unanimous.

Meeting adjourned at 8:25 p.m

Respectfully Submitted

Catherine Elizondo, Secretary

Date:

Board Members

- Rudy Martin, President
- Mary T. McCann, Vice President
- Kevin Bargon Treasurer
- Tina Hawkins
- Andrew Woltman, Director
- Catherine Elizondo, Secretary

Others

- Dr. Bruce Law, HOS**
- Shaunna Finley, K12
- Erik Toman, CVCS
- Pam Cray, CVCS
- Leah Rogers, K 12
- Rinda Allison, Legal Counsel
- Dominique Brown
- Pam Tabor, PTO