



**BOARD OF DIRECTORS MEETING**

**MINUTES**

**Wednesday, October 20<sup>th</sup>, 2010 7:00 pm-9:00 pm**

**Merit School of Music**

**38 S. Peoria, Chicago, IL 60607**

Board meeting called to order at 7:06pm by Board President Dr. Earl Fredrick. Members present: Dr. Fredrick, Mr. Solomon, Mr. Bargon, and Mr. Martin. Also present are Board attorney Allen Wall, Leah Rodgers, and Farland Jenkins.

**Approval of Meeting Minutes**

**Action:** Mr. Solomon motioned to approve the minutes from the September 15<sup>th</sup> Annual and Special call meetings and the September 22<sup>nd</sup> meeting. Mr. Bargon seconded. Unanimous Aye.

**Head of School Report**

**Scorecard**

**Discussion:** Ms. Rodgers presented the new CVCS strategy map and scorecard to the Board. The updated scorecard shows how often the metrics will be reported; monthly, weekly, or quarterly. The four main themes are combined to achieve the mission of the school. The overall attendance rate is 92% in October and 90% on average. High school attendance is only 60% but the teachers and staff are working to get the students more engaged.

The Board proposed to K12 that a person be hired to manage Board compliance, charter renewal and public reporting. This person will also manage quality control and audits and would be able to work on this type of data. There will be some sort of auditing process in place to ensure that the information is accurate. Ms. Rodgers explained that the Gradebook tool will also be used to track the data.

**Follow up:** Dr. Fredrick would like to look at finance, operations, and academic performance. He wants a brief overview of these factors to give the Board an understanding of where CVCS stands in these three areas. Dr. Fredrick and Ms. Rodgers will work together on this.

**Enrollment**

**Discussion:** There have only been 27 days of attendance. There were 557 students on the first day of school. 74 new students were enrolled in September and 39 withdrew.

**Follow up:** More information will be provided to the Board as the school year progresses.

**PAC Report**

**Discussion:** Ms. White-Morey is representing the PAC. Members of the PAC were able to meet with Ms. Rodgers and Dr. Fredrick Board President last week. They want to continue to keep the communication open. At the next Board meeting (November 2010) the PAC would like to allow parents to express their appreciation of the Board. Dr. Fredrick agreed that the meeting was productive.

**Consent Agenda (action)**

**Discussion:** The Board deferred the vote for the next meeting.

**Follow up:** Going forward there will be certain items on the consent agenda that will be approved by the Board.

#### **Board Business**

##### **Finance Committee Report and Acceptance (Action)**

##### **Revised Budget (Action)**

**Discussion:** The budget has not been revised at this time. The budget was projected with a loss of over \$700,000. One primary clause of the new service agreement is that any deficit will be absorbed by K12. The deficit is now being projected to be \$100,000 less than predicted prior to CPS final budget book publication. The Board plans to sign the Memorandum of Understanding for a renewed service agreement and the audit report by the 30<sup>th</sup> of October. CVCS is on target with the budget and enrollment.

**Action:** Mr. Bargon motioned to accept the Finance Committee report. Mr. Martin seconded. Unanimous Aye.

**Follow Up:** Mr. Bargon and Mr. Jenkins will put together a financial narrative for the minutes.

##### **Conflict of Interest Policy Endorsement (Action)**

**Action:** Mr. Bargon motioned to endorse the Conflict of Interest Policy. Mr. Solomon seconded. Unanimous Aye.

**Follow up:** This will be submitted to Dr. Fredrick by the next regular meeting.

##### **Board Resolutions – Committee (Action)**

**Discussion:** The Board had a planning meeting a couple of weeks ago and delegated the work that needs to be done.

**Follow up:** The vote was deferred to the next Board meeting.

The Finance Committee will be meeting before each meeting moving forward. Treasurer Bargon is the chairman, and Dr. Fredrick and Mr. Jenkins are also members. The committee should have 5-7 members. The position will be posted for the public on the Big Think and the PAC website. Those who are interested should email the Board.

##### **Head of School Comment**

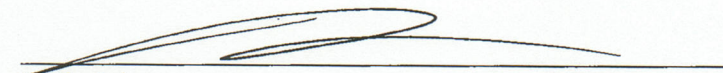
**Discussion:** There was a Harvest Hoedown event at the school. The PAC, PTO and school events committee were all a part of organizing the event. Approximately 80 students attended with their families. It was a great way to kick off the school year.

##### **Board Comment**

The Board will schedule a Special Call meeting prior to the end of October to finalize a revised budget and service agreement.

Dr. Fredrick motioned to move the meeting into Executive Session to discuss the performance of a CVCS employee at 7:27pm. Mr. Solomon seconded. Unanimous Aye.

Respectfully submitted,



Justin Solomon  
Board Secretary