



BOARD OF DIRECTORS MEETING MINUTES

Thursday November 19, 2009 7:00 pm

Merit School of Music

38 S. Peoria, Chicago, IL 60607

Meeting called to order at 7:17 p.m. by President Martin. Trustees: Bargon, McCann, Fredrick, Tyler, present. HOS Law, Operations Manager Jenkins, Recorder Gonzales, Teacher Toman present.

Public comment

Mrs. Brown asks if Bruce Law can discuss the middle school grade that was left off from the PAC inquiry questions.

Approval of minutes of October meetings: Regular, Planning, Special Call Meetings

Vice President McCann motions to adopt the minutes of Oct. 15th, 17th and 29th meetings. Motioned seconded by Board member Kevin Bargon. Unanimous aye.

Action on Executive Session

President Martin acknowledged that the action will be addressed later.

K 12 Presentation

Mr. Chip Hughes from K-12 reviewed K12 curriculum and changes made this year. The role of the teacher is to keep the student focused from the beginning of the school year, help students in targeted instruction to make sure the student excels in Scantron, ISAT. CVCS has the highest retention rate of any school that K-12 is managing. Mr. Peter Stewart explains that he would like to start looking for a permanent home for CVCS. He is very excited about what CVCS is doing and thinks it would be best. to find a new building for the school. If the board agrees then the process will start soon. Treasurer Bargon mentions that the Board agreed to decide to look for a permanent home, but CVCS has many operational issues/discussions that makes such a move less important at this time. President Martin explains that the board should discuss this move on Saturday at the planning meeting. Mr. Hughes explains that they will make a complete effort into finding a space but will not push if the school is not ready.

Head of School Report

HOS Law addresses PAC questions regarding Achievement Exercises

Board members Fredrick and McCann want to see the results, the quarterly grades, from these exercises to determine if this program is working. The parents would like grades on the quarterly progress reports to better know where the students are currently. Parents are upset because students are taking tests and being graded on work that the student has yet to learn. The parents have an issue that the achievement series is the basis for the students' grades. Board member Bargon suggests that the school mixes the grades of OLS and achievement series exercises. Board feels there needs to be some correlation between OLS and students grades.

Mid year Course promotion

Mid-year course promotion will no longer be limited to the end of first quarter. Students who have finished their materials and shown mastery will be able to advance to the next level beginning Monday. There is no problem with students (seniors) in dual enrollment at CVCS and college.

High school late policy

There was no late policy for KEG courses last year (08-09). This year's policy requires students to turn in assignments by Sunday night or they get a zero. Students who are sick get extensions. Parents would like this policy reviewed.

Also, students do not get their tests back so they can see where they made mistakes. Students would like their tests returned. Learning Coaches are unaware of how to request the tests be returned. The CVCS. Administration needs to make a better effort of letting parents know that they can request the tests returned.

Dashboard

1. High school students-Currently the threshold is set at 60% however the 59.50% currently. Overall satisfaction rate was at 79%.
2. The retention rate is at 94% with a threshold rate of 80%. Moving forward HOS Law will produce a cumulative number.
3. HS naviance login should be at 8 a quarter but the average is 6.5.
4. The engagement level is at 60% but the threshold is at 80%.

Treasurer's Report

No treasurer's report this month.

Board Business

1. Board Committees

Vice President McCann motion, seconded by Fredrick, to create the following committees of the Board. Voice vote, unanimous aye. All committees except governance/policy will be made up of parents, interested citizens and one or more Board members.

Committees:

1. Executive Governing / Policies Committee (includes Board Nominating Committee)
2. Finance Committee
3. Employee Relations Committee
4. Academic Excellence Committee
5. Facility Committee

Wireless mics for Elluminate

Staff was asked to look into the cost of wireless mics for use during the meetings with Elluminate.

Board Planning Meeting

Motion by Vice President McCann, seconded by Tyler, to have a Planning meeting on November 21, 2009 with a facilitator from Illinois Network of Charter Schools. Unanimous aye on voice vote.

Motion by President Martin to amend the charter to include sexual orientation as a protective category. Seconded by Vice President McCann. Unanimous aye on voice vote.

Parent Advisory Committee (PAC) Update

November PAC report distributed. Vice President McCann states that Learning Coaches with special needs will be meeting Pam Cray to discuss the issues they have with special education program at CVCS.

VP McCann also mentioned that Learning Coaches, especially the veteran coaches, would like to see Ms. Cray back in the Parent Room frequently. New parents are having trouble and the experienced Coaches feel her help is invaluable. Parents have stopped coming to the Parent Room.

Action on Presentation

Vice President McCann suggests that the K12 Performance Team who developed the Achievement Series program be asked to evaluate the program, its implementation and execution at CVCS as soon as possible. There was Board consensus that HOS Law should notified K12 of this request for evaluation.

Expanding Board

Tabled until next month.

Member Comments

Vice President McCann would like to see more details on the enrollment distribution, perhaps student numbers by zip codes for use in facility planning and program planning. McCann mentioned that it takes many student and Learning Coaches and hour travel time each way on Learning Center days. This is important data for facility planning.

Board member Tyler explains that she is concerned with the high schoolers' grades. She feels too many are failing.

Public Comment

Mr. Tomin explains that the teachers met at professional development day and agreed that a teacher should be on the board and the teachers have agreed that it should be Mr. Tomin.

Parent Tiffany Thomas explains that the alternate for students not at their age skill level is to have them attend an alternative school if they have issues with age. She suggests that we try to keep the students that are 15 and in 8th grade and work with them.

Mrs. Brown wants to know if the board could ask K-12 what made the YYC so successful.

Motion to adjourn at 10:21 made by Treasurer Bargon, seconded by President Martin. Roll call vote; Bargon, aye; Fredrick, aye; McCann, aye; Tyler, aye;

Respectfully Submitted

Stephanie Tyler, Date

ITEMS FOR FOLLOW UP

1. K12 Performance Team who developed the Achievement Series program asked to evaluate the program, its implementation and execution at CVCS as soon as possible. HOS Law should notified K12 of this request for evaluation\
2. Follow up with an explanation to Parents how the progress report card translates into grades for the middle school students. What are the grade equivalents for the progress report terms?
3. Survey prices for wireless mics for the Elluminate board.

1.5 ESTABLISHES BOARD STANDING COMMITTEES

Standing committees are established by the School Board and the Board Chairperson appoints members. Appointments are subject to final approval of the Board.

The Board Committees are to be:

1. Executive Governing / Policies Committee (includes Board Nominating Committee)
2. Finance Committee
3. Employee Relations Committee
4. Academic Excellence Committee
5. Facility Committee

Each committee has a specific function and may advise the Board on matters related to its charge, but may not act for the Board. Membership, in all committees except the Executive Committee, will include Board members, school community members and citizens at large with expertise relevant to the particular committee. All members serve in an advisory capacity to the Board. Each committee will have 5 members to begin and may expand to 7 members. The Executive Committee will be composed of Board members only.

Executive /Governance (Board members)

The Executive/Governance Committee of the CVCS Board is responsible for overseeing the development of Board operations, setting Board operating policies, recommending Board strategies to address school management issues and contractual issues regarding the administration and CVCS employees.

Finance Committee

The Finance Committee of the CVCS School Board is responsible for overseeing the development of the district's budget, monitoring the budget during the school year, recommending capital project financial options, and establishing prudent fiscal procedures that will allow the school to make the most efficient use of its funds.

Academic Excellence

The Academic Excellence Committee of the CVCS School Board reviews curriculum items including new courses, course revisions, promotion requirements, graduation requirements, intervention strategies, Special Needs programs, and requests for additional personnel. In addition, the Committee reviews program delivery and curricular goals, to assure consistency with the goals and objectives of the Charter; informs and directs the Board's annual approval of learning goals, in support of CVCS's educational mission; guides the Board in periodic assessment of progress toward achievement of these goals. This committee is responsible for reviewing and approving all personnel items including recommendations for employment, resignations, leaves.

Employee Relations /Personnel Committee

The Employee Relations /Personnel Committee of the CVCS School Board is responsible for ensuring that quality personnel are employed, trained and retained to meet the ongoing educational mission of CVCS. The committee will oversee the negotiation of contracts with CVCS personnel; establish evaluation systems for CVCS employees, Board itself, the HOS and contractual performance of School Management Contractor; reviews and updates job descriptions of CVCS employees. Participates in selection of HOS, and other Administrative personnel per Contractual agreement.

Facility Committee

The Facility Committee of the CVCS School Board is responsible for identifying future facility needs of CVCS.