



CHICAGO
VIRTUAL CHARTER SCHOOLSM

powered by K12

BOARD OF DIRECTORS

MINUTES

**Thursday October 16, 2008 6:30 pm
at Merit School of Music
38 S. Peoria, Chicago, IL 60607**

Call to order

The meeting was called to order at 6:39 p.m. There were technical difficulties with the calling line.

Public comment

There was no public comment.

Approval of minutes

Vice President McCann motioned to approve Board meeting minutes from September 18, 2008, seconded by Secretary Elizondo. Minutes approved unanimously.

Vice President McCann motioned to approve August 14, 2008 minutes as amended. Director Woltman seconded the motion. Minutes approved unanimously.

Head of School Report

Shaunna Finley presented the report. Raquel Herrera-Byrne, Academic Administrator, has tendered her resignation.

Darrin Reed, K-12, has been at CVCS during the interim without a HOS. Mr. Reed specifically works with the hybrids for schools. Mr. Reed is currently helping in the Head of School search.

President Martin asks what Mr. Reed thinks that the Chicago Virtual Charter School needs most. Mr. Reed believes that they need someone that will be here for a while. Someone that is consistent. Someone that is going to be a delegate and understand the balance between education and how to build the capacity to help students and to better serve them and someone that has the passion to help students. Mr. Reed will be helping in all administrative aspects until an HOS and Academic Administrator have been identified.

Currently CVCS is processing people on the waitlist. Also, Operations Manager Finley is currently working on medical compliance and records. CVCS is working feverishly to get 47 students to turn in medical reports to be in compliance.

Rachael Velasquez was introduced. Ms. Velasquez oversees program development and special education programs at CVCS. Ms. Velasquez mentioned she would like to implement a high school transition program for students.

There were 233 K-5 students, 149 students in 6-8 grade, and 20 9th grade students. 3% of students used special education services, 59% of the students are economically disadvantaged and 80% of the students returned. Treasurer Bargon wants to know what students do CVCS need or want more of in the different grade levels. There is no set grade level that CVCS would like more students in. CVCS just wants to educate. Director Woltman asked if Ms. Stagner knew what percentage of teachers are highly qualified teachers. Ms. Stagner does not know but the information should be available by the end of the month. Treasurer Bargon asks does CVCS know what the numbers are nationally in terms of teacher qualification. No, CVCS does not know but Ms. Stagner does know that Ohio is about the same as Illinois, somewhere around 95%.

The parent satisfaction for CVCS for the 2007-2008 school year, as of spring of 2008, indicated that 85% of responding parents were satisfied or highly satisfied with their teachers. 91% of parents were high satisfied with the quality of the K-12 curriculum.

Ms. Stagner thinks that the students that withdrew from high school just found that the K-12 curriculum was not a good fit for those students. Other students that withdrew from CVCS withdrew because the students did not like the curriculum, students did not want to comply with the attendance policy of CVCS because it was too strict, or the student did not show to the school for different reasons.

CVCS AYP Goals for Illinois: Green means that CVCS met the standard. Red means that CVCS did not meet the standards. Looking at the results the African American students will need more help and make up the biggest group of students at CVCS. Math and science are the weakest link for students, with math being the weakest across all grade levels, nationally.

The Student Academic Achievement Plan (SAIP) is not completely done. It is a standardized plan. The objective is to use data efficiently to help with planning for student development. 95% of the students have completed the testing. Every student will have strength and weaknesses. The remediation coordinator for the SAIP strategy is Rachael Velasquez.

The Learning Center: There will be a parent satisfaction survey to know how the parents feel about the Learning Center.

On page 2 of the AYP goal report, students are accelerated and advanced in certain subjects in relation to the state of Illinois' numbers. Treasurer Bargon asks does K-12 spend material dollars on identifying variables that will help better students. Ms. Stagner thinks that the teachers need professional development and accountability. Treasurer Bargon says we have to be at a position where CVCS students are performing better and better each year. CVCS should be able to measure students each year.

As listed in the annual report in the academic portion of CVCS, writing is a weak subject for students at CVCS. Treasurer Bargon asks is there some type of writing rubric. Ms. Valasquez discusses that her and Pam Cray are working to figure out to get students to write. There will be a writing workshop to figure out to how CVCS can get parents working together with their children so that the student will be more confident to write. Parents need to know how it feels to be a writer so that they can better understand their student (child). It will be on Elluminate for those parents that cannot make it the workshop.

There are probably many more at risk students here than any other average virtual school

At-Risk Students: A teacher to help with at-risk students has been hired. The program is to provide targeted help to students 2 years below their current academic level or showing failure in test scores for ISAT and scantron. Students are identified through a point and tier system for OLS grade level, ISAT assessment scores and Scantron. There are currently 110 students that are at risk. CVCS will focus on grades 3-9. CVCS has 110 Odyssey licenses (A remedial work program) they have issued to grade 3-9 students, Odyssey is third party software. There are plans for a remedial K-2 program.

The at-risk intervention will have Elluminate in the classroom to help with math computation and writing skills. There will also be one on one classroom math remediation

Treasurer's report

There is no treasurer's report for this month. Treasurer Bargon will follow-up with John Baione for next month.

Regarding the debt forgiveness for the school year 2006-2007, there will be no repayment due. Both parties agree that there are no outstanding balances from CVCS to K12. CVCS Board needs discuss the school's position going forward. Some of the details are laid out in the service agreement. McCann asked that an electronic copy of the 08-09 Annual Budget be distributed to be sure everyone has the same figures. Treasurer Bargon will forward it to all board members. Ms. Rinda Allison asks that she be in the loop regarding the finances for CVCS and the talks with K-12.

Vice President McCann asks that there be a budget line item noted on expense sheet for board expenses.

Board business

HOS search: 3 Candidates will be interviewed. Board members McCann and Elizondo will participate in the interviews.

Board Responsibilities:

Elizondo drafted an Outline of Board Responsibilities based on the Contract and Service Agreement with K 12. She asks Board Members to review it for future discussion. Elizondo feels there is a need to clarification the roles and responsibilities of each board member.

Regarding the space issue the board members should look but not necessarily be apart of the search for the space. Stagner asks that the board look for space that CVCS could re-locate to. President Martin asks the space document be forwarded to the board. Stagner thinks that CVCS will have a problem-keeping people if CVCS does not find a permanent home soon.

New board member search

The CVCS executive board needs to be at an odd number. Currently the board is at six members. Grant writing and contacts are some qualifications the board wants the new board member to have. Vice President McCann thinks that the board needs someone that has the ability to make contacts.

Ms. Stagner thinks that CVCS needs a robust tutoring program.

Vice President McCann asks is Pam Cray's job a grant. No, it was moved to a CVCS position.

Other

Ms. Velasquez asked if the board has fundraisers. No, the board currently does not fundraisers. Vice President McCann suggests having a development committee together

Adjourn

Vice President McCann moved to Adjourn at 9:05 pm, seconded by Elizondo. Motion passed unanimously,

Respectfully Submitted,


Catherine Elizondo (date)

Board Members Present

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

Others Present

- Shaunna Finley, CVCS
- Rachael Velasquez, CVCS
- Rinda Allison, Legal Council
- Dominique Brown
- Other

Susan Stagner, K 12
Darrin Reed, K 12
Pam Tabor