

CAMPUS COMMUNITY SCHOOL  
BOARD OF DIRECTORS MEETING  
MINUTES  
January 30, 2014

Lisa McMasters, Board President, called the Board of Directors public meeting to order at 5:30 pm at Campus Community School, Dover, DE. A quorum was established with the following members present:

Lisa McMasters – President  
Marc Cote' - Vice President  
Bob Elder - Treasurer  
Randy Reynolds  
Patti Sandy

Absent:

Jim Purcell  
Harry Papaleo

Guests Present:

Catherine Balsley – Head of School  
Leroy Travers – Principal  
Heidi – Director of Curriculum and Instruction  
Carolin Lyon – Business Manager  
Chuck Taylor – former Interim HOS  
Jim Taylor – attorney  
Christian Cote' - student

Mrs. McMasters led the group in the pledge of allegiance and a moment of silence.

**Public Comment:** None

Motion by Bob Elder to accept the Minutes from the December 17, 2013 board of directors meeting. Motion seconded by Patti Sandy. Motion carried (5/0).

Randy Reynolds made a motion that the board enters into executive to discuss personnel and legal matters. Bob Elder seconded the motion. Motion carried 5/0 and the board entered into executive session.

Bob Elder left the meeting at 7:00pm

At 7:30 pm Marc Cote' made a motion to come out of executive session. Seconded by Randy Reynolds. Motion Carried 4/0. The board returned to public session.

Marc Cote' made a motion that the board accept the resignations of Abby Miller and Angie Busbea. Motion seconded by Patti Sandy. Motion carried 4/0

Marc Cote' made a motion to accept the resignation of Bethany Winterbottom. Patti Sandy seconded the motion. Motion carried 3/0/1

Patti Sandy then made a motion that the board approves the hiring of Dr. Catherine Balsley as the permanent Head of School. Randy Reynolds seconded the motion. Motion carried.  
4/0

### **Reports:**

#### **Executive:**

- Mr. Chuck Taylor, Mrs. McMasters and Dr. Balsley will be meeting with the DOE Charter School office on 2/11 to introduce Dr. Balsley and discuss changes being made at CCS.
- The required board training will be conducted by DANA on 2/18 from 4:00pm-8:00p, at the Chesapeake Utilities Corp. conference room, 909 Silver Lake Blvd. Dover, DE
- Recruitment of new board members continues

#### **Finance Committee:**

The finance committee met on January 15<sup>th</sup>

- Carolin Lyon reviewed the December Latest Estimate with the board. (See attached report.)
- Ms. Lyon updated the board on the progress to date regarding the computer upgrade from Windows XP and other tech matters.
- Ms. Lyon shared the current enrollment numbers
  - Discussed targeted recruitment of kindergarten students

#### **Administrator Updates:**

See attached Administrator update reports from Catherine Balsley, Leroy Travers and Heidi Greene.

Dr. Balsley reported that Communities in Schools has hired Sharon Sade Trueitt to replace Cheryl McKee as the Director of the after school STEAM program.

Dr. Balsley discussed the plan to use CIS to coordinate the mentoring program going forward. The AmeriCorp person did an unsatisfactory job as the CCS Site Coordinator and has resigned. Dr. Balsley and Mrs. McMasters will meet with Connecting Generations to facilitate this change. CCS will continue to use Connecting Generations for application, background checks and training for mentors.

Mr. Travers shared statistics regarding disciplinary referrals, etc. Mr. Travers also discussed that CCS will easily meet its required 1060 instructional hours even with the 5 snow days. CCS has a 7-hour instructional day, which provides for approximately 1200 hours total. Ms. Lana Betts has been hired as a 2/3 teacher. Cheryl McKee has been hired as the Math Specialist.

Mrs. Greene presented the administrations plan for **DCAS Student Accountability 2013-14**. The plan requires mandatory summer school for students scoring 1 on the Spring DCAS. For students scoring 2 other indicators such as report card scores, STAR scores and teacher recommendation will be considered before requiring mandatory summer school. (See attached.)

Patti Sandy made a motion that the board approves the DCAS Student Accountability plan for 2013-14 as presented by Mrs. Green. Randy Reynolds seconded the motion. Motion carried 4/0

**Old Business:**

None

**New Business:**

Patti Sandy nominated Chuck Taylor to serve a 4-year term on the board effective immediately. Marc Cote' seconded the motion. Motion carried 4/0.

Randy Reynolds made a motion to adjourn the meeting at 9:00. Patti Sandy seconded the motion. Motion carried 5/0.

The next regular meeting will be February 26<sup>th</sup> 2014 at 5:30pm at CCS.

Board Training will be held February 18<sup>th</sup>, 4:00-8:00 at the corporate office of Chesapeake Utilities, Silver Lake Blvd. Dover.

Next Finance committee meeting will be February 19<sup>th</sup> at 5:00 at CCS.