

CAMPUS COMMUNITY SCHOOL  
BOARD OF DIRECTORS MEETING  
MINUTES  
October 23, 2013

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  
Randy Reynolds  
Patti Sandy

Bob Elder - Absent

Guests Present:

Chuck Taylor – Head of School  
Leroy Travers – Principal  
Heidi – Director of Curriculum and Instruction  
Carolin Lyon – Business Manager  
Cheryl McKee

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

**Public Comment:** None

Motion by Patti Sandy to accept the September 25, 2013 board of directors meeting minutes. Motion seconded by Randy Reynolds. Motion carried (4/0).

**Reports:**

**Executive:** Mrs. McMasters shared that she and Mr. Taylor met with representatives from DANA to discuss and schedule board and admin training. This will take place as an initial 4-hour session to be scheduled in January, 2014.

**Finance Committee:**

The finance committee met on October 17th. Carolin Lyon reviewed the September Latest Estimate with the board. (See attached report.)

Ms. Lyon then shared the draft audited financial statements for fiscal year ended June 30, 2013. (See attached report).

Motion by Marc Cote' to accept the Finance Committee Report. Motion seconded by Randy Reynolds. Motion carried (4/0).

**Administrator Updates:** See attached reports from Chuck Taylor, Leroy Travers and Heidi Green for monthly updates.

Approved November 20, 2013

Cheryl McKee made a presentation on the 21<sup>st</sup> century after school program “STEAM into Learning”

Chuck Taylor discussed the marketing plan being developed for CCS.

The board reviewed the 2012-2013 Performance Framework, noting that CCS Meets the Standard in the Financial and Organizational sections, but Does Not Meet the Standard in the Academic section. The Administration and board then reviewed the focus of the improvement plan to address underperformance on DCAS. It was noted that significant growth in test scores must take place this school year and next to demonstrate that we are on track to meet state average prior to charter renewal. CCS will file a charter renewal application in the spring of 2015.

**Old Business:**

Randy Reynolds made a motion to dissolve the Board Oversight Special Committee. Marc Cote' seconded the motion. Motion passed 4/0.

Board discussed proposed by-laws change to section 8 of the current board by-laws. Mrs. McMasters will have our attorney review the proposed language change and post the change for public notice. The vote to adopt this change will be held at the next regular meeting in November.

**New Business:**

Randy Reynolds made a motion to approved the following board polices; Child Abuse, Family and Medical Leave, Homeless Students procedures, athletics, personnel files, truancy, and the school visitors policy with requested changes. Marc Cote' seconded the motion. Motion carried 4/0. (See attached policies)

Due to the Thanksgiving and Christmas holidays the November and December Board meetings are rescheduled to Wednesday, November 20 at 5:30 pm, and Tuesday December 17<sup>th</sup> at 5:00pm The Finance committee meetings have also been rescheduled to November 18<sup>th</sup> and December 16<sup>th</sup> to accommodate this change.

Randy Reynolds made a motion that the board enters into executive session for the Head of School to update the board regarding a legal matter. Marc Cote seconded the motion. Motion carried 4/0.

The board returned to public session on the motion by Marc Cote' and second by Randy Reynolds. Motion carried 4/0.

The meeting was adjourned at 9:00pm.