

CAMPUS COMMUNITY SCHOOL  
BOARD OF DIRECTORS MEETING  
MINUTES  
September 25, 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:

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

**Guests Present:**

Chuck Taylor – Head of School  
Leroy Travers – Principal  
Heidi – Director of Curriculum and Instruction  
Carolin Lyon – Business Manager  
Staff members: Janet Miller, Deborah Ruff, Tammy Koss, Paul Weiderman, Howard Kimmel  
Parent, Kevin Ohlandt

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 August 28, 2013 board of directors meeting minutes with one change. Motion seconded by Randy Reynolds. Motion carried (5/0).

Mr. Taylor introduced new staff members in attendance and the Board welcomed them to CCS.

**Disciplinary Hearing:**

At 5:45 Marc Cote' made a motion to enter executive session to address a disciplinary matter. Motion seconded by Randy Reynolds. Motion carried (5/0).

At 5:57 Marc Cote' made a motion to come back on the public record. Patti Sandy seconded the motion. Motion carried (5/0).

Bob Elder made a motion to accept the Administration's recommendation that no further disciplinary action be taken. Motion seconded by Patti Sandy. Motion carried (5/0).

**Reports:**

**Executive:** Mrs. McMasters reported on the meeting she and Mr. Taylor attended with DOE's John Carwell and David Blowman to discuss recent changes at CCS. It has been requested of John Carwell to provide written documentation to CCS stating that CCS is in compliance with all the conditions of the previous charter renewal.

Approved October 23, 2013

Marc Cote' made a motion that the discussion of recruitment of permanent HOS be moved to the executive session at the end of the meeting. Motion seconded by Patti Sandy. Motion Carried. (5/0).

**Finance Committee:**

The finance committee met on Wednesday, September 18<sup>th</sup>. Carolin Lyon reviewed the August Latest Estimate with the board. Current enrollment is at 411. (See attached report.)

Motion by Bob Elder to accept the Finance Committee Report. Motion seconded by Randy Reynolds. Motion carried (5/0).

**SBDMT:** The school-based decision-making has been restructured to allow more teacher participation. A Leadership Team of teachers has been formed including one member from each grade level team. This group is comprised of Linda Wooleyhand (k-1), Bethany Winterbottom (2-3), Gretchen DiVietro (4-5), Amanda Cinque (6/7/8), Mildred Cisneros (related arts) and Kathy Long (Sp. Ed). This Leadership Team will meet a minimum of once per month. Minutes will be kept and shared with the staff and the board.

A Parent Coalition, led by Mr. Travers, has been formed to gather parent input and encourage participation. This group will meet monthly and the minutes will be shared with the board. The first meeting is 9/30 at 6:00pm at CCS cafeteria.

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

Heidi Greene presented the Administrations Academic plan to address underperformance on DCAS. (See attached.)

Leroy Travers presented the Schools Culture and Climate plan and progress to date. (See attached.)

**Old Business:** None

**New Business:**

New policies: Bob Elder made a motion that the board accept the following policies with one typographical error correction: Compensatory Time Policy, Fiscal Management, Check authorization policy, Purchase Order authorization, Cost of Duplication of Records, Board Member Conflict of interest, Public Complaints, Homeless Students procedures, Equal Educational opportunity, Equal Employment opportunity/Nondiscrimination, School safety program, Student fundraising.

Randy Reynolds seconded the motion. Motion Carried (5/0)

Bylaws – Board members were given a copy of current bylaws and asked to recommend any changes at the October Annual Meeting.

Randy Reynolds made a motion that the Board enter into executive session to discuss the personnel matter regarding the HOS position. Bob Elder seconded the motion. Motion carried (5/0). The board went into executive session at 10:05pm.

The board returned to public session and Bob Elder made a motion that the CCS Board offer Chuck Taylor a contract to continue as HOS through the end of the current school year. Patti Sandy seconded the motion. Motion carried (5/0).

Marc Cote made a motion to adjourn the meeting at approximately 11:00 pm. Randy Reynolds seconded the motion. Motion carried (5/0).

The next regular meeting of the CCS Board of Directors is October 23, at 5:30 pm at CCS.