

CAMPUS COMMUNITY SCHOOL  
BOARD OF DIRECTORS MEETING  
MINUTES  
April 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  
Lisa H. Weis  
Randy Reynolds  
Patti Sandy  
Harry Papaleo  
Bob Elder  
Annie Norman

Absent:

Chuck Taylor  
Jim Purcell

Guests Present:

Catherine Balsley – Head of School  
Leroy Travers – Principal  
Heidi Greene – Director of Curriculum and Instruction  
Carolin Lyon – Business Manager

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

**Public Comment:**

None

**Minutes:**

Motion by Lisa Weis to accept the Minutes from the March 26, 2014, Board of Directors meeting. Motion seconded by Annie Norman. Motion carried 6-0-1 (Randy Reynolds abstaining).

Randy Reynolds made a motion to change the agenda by adding the technology report to “Reports” and to move the Executive Session to the end of the meeting. Lisa Weis seconded the motion. Motion carried 7-0.

**REPORTS:**

**Executive:**

Mrs. McMasters reminded all board members to complete the criminal background check required to serve on a charter school board.

### **Finance Committee:**

The finance committee met on April 16, 2014.

- Carolin Lyon reviewed the March Latest Estimate with the Board (see attached report).
- Ms. Lyon discussed the Grant Funding for the S.T.E.A.M. Program – 21<sup>st</sup> Century Grant for the 2014-2015 school year. She indicated that it is the recommendation of the Finance Committee to increase enrollment to 432 students, the maximum allowed by our Charter and to have the 2014-2015 budget based on 432 students.
- Patti Sandy made a motion that the Board accept the Finance Report presented. Randy Reynolds seconded the motion. Motion carried 7-0.
- The next Finance Committee meeting will be May 6, 2014, at 5:00 pm at Campus Community School.

### **Academic Excellence Committee:**

- Annie Norman stated that the committee met twice last month.
- The next meeting will be May 21, 2014 at 4:00 at Campus Committee School.

### **Technology Committee:**

- Randy Reynolds stated that Tom Peracchio was hired as the Technology Coordinator and has done a great job in assessing the technology needs of the school.
- The next meeting will be May 12, 2014, at 3:00 at Campus Committee School.

### **Administrator Updates:**

- See attached administrator update reports.
- Dr. Balsley presented the Head of School Reports, stating that the 3 areas of focus for the month of May would be: 1) continued focus on improving academic performance; 2) preparing end of year tasks and; 3) forward planning for 2014–2015 school year. (See Head of School Report dated April 30, 2014, for topics discussed.)

### **Old Business:**

- Motion made by Annie Norman to approve 2014-2015 school calendar adding June 15, 16, & 17 as weather contingent days. Motion seconded by Randy Reynolds. Motion carried 7-0.
- Motion made by Bob Elder to approve Severe Weather Policy. Motion seconded by Harry Papaleo. Motion carried 4-3.
- Motion made by Annie Norman to approve proposed organizational changes recommended by Head of School and Academic Excellence Committee and to reevaluate at year-end. Harry Papaleo seconded the motion. Motion carried 7-0.

### **New Business:**

- Bob Elder made a motion to accept fiscal management policies regarding check authorization and purchase orders. Randy Reynolds seconded the motion. Motion carried 7-0.
- Dr. Balsley presented a School Trip policy. It will be voted on at the next meeting.

### **Executive Session**

- At 8:05 pm Randy Reynolds made a motion to enter into Executive Session to discuss a legal matter. Bob Elder seconded the motion. Motion carried 7-0.
- At 8:15 pm Randy Reynolds made a motion to come back on the public record. Bob Elder seconded the motion. Motion carried 7-0.
- Lisa Weis made a motion to take the action discussed in Executive Session. Bob Elder seconded the motion. Motion carried 7-0.

Randy Reynolds made a motion to adjourn the meeting at 8:20 pm. Patti Sandy seconded the motion. Motion carried 7-0.

The next regular meeting will be May 21, 2014 at 5:30 pm at CCS.

The next Finance Committee meeting will be May 6, 2014, at 5:00 pm at CCS.