

**CAMPUS COMMUNITY SCHOOL
BOARD OF DIRECTORS' MEETING**

June 22, 2020

Zoom Meeting ~ 5:30 pm

Name	Present	Absent
Harry Papaleo	x	
Lindsey Fitzgerald	x	
Annie Norman	x	
Sylvia Lopez		x
Laura Axtell	x	
Jennifer Boland	x	
Renatae Burton	x	
Austin Auen	x	

CCS Staff:	Present	Absent
Heidi Greene	x	
Carolyn Lyon	x	

Present on Zoom meeting format *

Minutes

- I. Roll Call to Establish a Quorum** 5:40pm quorum is established. Lindsey called the meeting to order at 5:40pm.
- II. Pledge of Allegiance & Moment of Silence** *cannot at this time*
- III. Approval of Agenda** -Added one voting item Austin made the motion and Renatae 2nd all in favor.
- IV. Public Comment**-N/A
- V. Approval of Minutes of last meeting** with edit on motion for longevity bonus, Harry made motion and Lindsey 2nd. Ann changed to Annie on page 1. Lindsey made motion to approve with changes and Laura 2nd, all approved.
- VI. Student Presentations** – N/A
- VII. President's Report**-No news to report at this time. Learned the at a legal conference the potential legal issues with great suggestions on prevention. Will be meeting with Charter school network, on June 30 to discuss more of what school year will look like in the coming year.

VIII. Committees

a) Long-Range Planning

Nothing to report at this time.

b) Board Development

- Questions for new Board members- How was the process? Austin and Renatae both said process was good.
- Ask Lindsey and Heidi how the board process was for them, they really liked meeting ahead of time.
- Board reviewed Board Responsibilities document. The purpose of the document to let the board members know the expectations of being on the board. This document would be signed annually, by all board members. Laura made edits and additions based on suggestions from the board.
- Some edits, added board trainings, attend two or more school events and add date of adoption when approved.
- Lindsey made the motion to approve the Board Responsibilities Document and Austin 2nd, all approved.
- Discussed who we are looking for next on the board, Legal, Social Worker, Marketing would help make board more well-rounded. Board was asked to find potential board members, ask the person if they are interested and if so, give the potential board members name and email to Heidi and Lindsey.

IX. Finance Report

a) Budget Overview

Overall, we are in good financial status, 91.67% through this year. We expect to have a good carryover to the coming year which starts on July 1, 2020.

- **Draft budget**-Carolyn based the 2020-2021 budget on a standard operating year, this budget could change because of the COVID-19 pandemic. Draft budget motion to approve by Harry and 2nd by Lindsey.
- Board members are asked to reply to emails with board meetings, agendas and other documents to confirm you have received them and you will be attending.

b) Enrollment-All grade levels except 4th grade have a waiting list and all positions are filled.

X. Head of School's Report

a) Renewal update

- Received timelines from DDOE on application process and submissions.
- Not eligible for ten year because of first year in the five having recommendations.
- DDOE said good job on getting the school back on track the last four years.
- Fall will be the public hearing about the charter renewal.

b) Status of the School

- Planning meeting for all staff that would like to attend on different plans of action for the coming school year. Based off the summer school restrictions and regulations for the pandemic.
- Secretary of Education will be announcing, in July the coming school year restrictions and regulations for DDOE.
- Staff and Student handbook review, will be voted on in July meeting.
- **Staff Handbook, proposed edits and additions include:** No staff member shall bring their child to school if child is to sick to attend school. No staff should be transporting students in personal vehicle unless parent and Head of School have granted permission.
- Addition to staff handbook once advised by state: All schools are being asked to make sure they have a robust policy on Sexual Harassment and a support system in place for both parties involved. This is a title 9 Federal regulation.
- **Student Handbook, proposed edits and addition include:** Most have been expectations already in place. Recess, students must go outside whenever weather permits. Lunchroom expectations clarified. Regulations on parents bring in outside food and sharing with only their child and not other students.
- We created a 8th grade graduation video, and made social distancing house calls to give nine students awards they would have received at 8th grade graduation ceremony.

c) Summer School

- K-2nd grade are attending school in the building, total of 17. All are required to wear masks. Additional 5 students grade 3-8 are attending in person summer school with masks. 56 students K-8 are doing distance learning summer school, some are required and some were recommended to attend summer school. This year summer school is no charge. 35 computers loaned out for distance learning.

d) CARES Act submission

- Chromebooks ordered for all 8th-3th grade student and many for 2nd grade, discussing options with Kindergarten and 1st grade instructors.
- Purchased desks for social distancing in class that can be used later time as work tables. Looking at shields for desks.

XI. Voting Items –See Draft budget

XII. Executive Session -*Laura made motion to go to executive session*

Lindsey 2nd to go into executive session time 7:07pm

Personnel review

Annie made motion to go out of executive session Laura 2nd time 7:37pm

XIII. Information Items

a) Next Board Meeting – Monday, July 27 – 5:30 may have the option to meet in person or on Zoom.

XIV. Adjournment *time 7:38pm: made by Annie and 2nd by Lindsey, all in favor.*

Board attendance report for 2019/2020 school year

Name	Oct	Nov	Jan	Feb	Mar	April	May	June	July
Harry Papaleo	x	x	x		x	x	x	x	
Lindsey Fitzgerald	x	x	x	x	x	x	x	x	
Annie Norman	x				x	x	x	x	
Sylvia Lopez				x	x	x	x		
Laura Axtell	x	x	x	x	x	x	x	x	
Jennifer Boland	x	x	x	x	x	x	x	x	
Austin Auen						x	x	x	
Renatae Burton						x	x	x	

CCS Staff:	Oct	Nov	Jan	Feb	Mar	April	May	June	July
Heidi Greene	x	x	x	x	x	x	x	x	
Carolyn Lyon	x	x	x	x	x	x	x	x	

April/March/May/June 2020 meetings are on Zoom meeting because of COVID-19 state of emergency called on March 13,2020