

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

November 25, 2019  
Room 133 ~ 5:30pm

**Minutes**

<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Oct</b>	<b>Nov</b>
Harry Papaleo	x		x	x
Lindsey Fitzgerald	x		x	x
Annie Norman		x	x	
Sylvia Lopez		x		
Laura Axtell	x		x	x
Jennifer Boland	x		x	x

<b>CCS Staff:</b>	<b>Present</b>	<b>Absent</b>	<b>Oct</b>	<b>Nov</b>
Heidi Greene	x		x	x
Carolin Lyon	x		x	x

- I. Roll Call to Establish a Quorum** Motion to approve establish quorum 5:42pm by Lindsey
- II. Pledge of Allegiance & Moment of Silence**
- III. Approval of Agenda** Motion to approve with addition of Japanese trip
- IV. Public Comment-** N/A
- V. Approval of Minutes of Last Meeting** Motion to approve Laura and 2<sup>nd</sup> by Harry
- VI. Student Presentations –** N/A
- VII. President’s Report**  
Reviewing by laws one section at a time (tonight is section 5)  
Look at Committees for full review.
- VIII. Committees**
  - a) Long-Range Planning-  
Heidi spoke with three schools regarding their strategic plan and how they created it, all three said “in house.”  
Annie shared the state library apporoah to strategic planning.  
Discussed ways “people” learn about CCS: website, brochure, handbook, trainings, weekly communication from teachers/admin, open

house. Reviewed school brochure that contains our vision, mission, core values, key features and practices.

To increase overall board knowledge of CCS:

-highlight different aspects of school in weekly communication with parents.

-highlight different aspects of school at each board meeting

-have a shadow day for all board members

Review website design- how to showcase more of who we are and what's happening.

Next meeting- first week in January review previous parent surveys, develop one with strategic planning and exact timeline.

b) Board Development

Laura explained that we need to change bylaws to reduce terms. The committee proposes that we reduce the terms from four years to three. The committee believes we need to set board expectations, create a venting process which is around two to three months long. Potential board members would be nominated, then submit resume with letter interest, be invited to the school for a visit and board meeting to see if it fits us and them then are voted in at the second board meeting.

Next meeting for committee will be in January- Discuss and create document outlining process and formal bylaw changes.

**IX. Finance Report**

a) Budget Overview -33.3% though the year and we are finically stable. Finical framework we met standard except one time legal fees.

b) Enrollment-56 applications for the 2020-2021 school year. Applications for lottery will be accepted until January 8, 2020.

**X. Head of School's Report**

a) Disney Trip- approved by Administration for February 6-11.

b) Status of the School –Delaware school report card, overall CCS meets based on smarter balance scores of last spring. Attendance progress exceeds.

c) Japanese trip- discussed date and will be formally presented for vote at January meeting.

d) Staffing- Hired PE teacher starts on December 2<sup>nd</sup> and hired Social Studies teacher.

**XI. Voting Items –N/A**

**XII. Executive Session – N/A**

**XIII. Information Items**

- a) Holiday Concert – Thursday, December 19
- b) Art show at Wesley Library open on December 12 through end of February
- c) Photography Show at Biggs and House of Coffi

**XIV. Adjournment**

Motion to adjourn by Laura at 7:25pm and 2<sup>nd</sup> by Harry.

**Board Attendance**

<b>Name</b>	<b>Oct</b>	<b>Nov</b>	<b>Jan</b>	<b>Feb</b>
Harry Papaleo	x	x		
Lindsey Fitzgerald	x	x		
Annie Norman	x			
Sylvia Lopez				
Laura Axtell	x	x		
Jennifer Boland	x	x		

<b>CCS Staff:</b>	<b>Oct</b>	<b>Nov</b>	<b>Jan</b>	<b>Feb</b>
Heidi Greene	x	x		
Carolin Lyon	x	x		