

# Charter School Board

## March Board Meeting

Published on March 19, 2020 at 2:32 PM EDT

Amended on March 26, 2020 at 1:40 PM EDT

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### Date and Time

Wednesday March 18, 2020 at 2:00 PM EDT

### Location

9 Damonmill Rd Concord MA

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Zoom link here!

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### Agenda

#### I. Opening Items

Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Approve Minutes

Approve minutes for Development Committee Meeting on March 16, 2020

#### II. Academic Excellence

Academic Excellence

A. Curriculum

New curriculum proposal for 5th grade Science.

#### III. Governance

**A. Board Structure**

Vote to approve new board member

**IV. CEO Support And Eval**

CEO Support And Eval

**A. Due January 20th**

Each board member to complete evaluation for the new year.

**B. Best Practices**

**V. Governance**

Governance

**VI. Other Business**

**VII. Governance**

**A. Strategy**

**VIII. Closing Items**

**A. Adjourn Meeting**

# Coversheet

## Approve Minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	C. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Development Committee Meeting on March 16, 2020

APPROVED

# Charter School Board

## Minutes

### Development Committee Meeting

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#### Date and Time

Monday March 16, 2020 at 12:00 PM

#### Location

9 Damonmill Sq Concord MA

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#### Committee Members Present

B. Stuczynski, I. Smith, K. Zaid (remote)

#### Committee Members Absent

S. Falk

#### Guests Present

Katrina Wan

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

B. Stuczynski called a meeting of the Development Committee of Charter School Board to order on Monday Mar 16, 2020 at 12:14 PM.

#### C. Approve Minutes

B. Stuczynski made a motion to approve the minutes from Governance Committee Meeting on 03-06-20.

I. Smith seconded the motion.

The committee **VOTED** to approve the motion.

### II. Academic Oversight

#### A. Review 5th Grade Curriculum

B. Stuczynski made a motion to approve curriculum.

K. Zaid seconded the motion.

The committee **VOTED** to approve the motion.

### III. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:26 PM.

and approved, the meeting was adjourned at 12:26 PM.

Respectfully Submitted,

S. Falk

# Coversheet

## Curriculum

<b>Section:</b>	II. Academic Excellence
<b>Item:</b>	A. Curriculum
<b>Purpose:</b>	Discuss
<b>Submitted by:</b>	
<b>Related Material:</b>	AS Agenda.pdf BOT Recommended Board Documents copy.pdf



# Circles of Success Learning Academy

## Accelerator Session

### Date and Time

Monday November 18, 2019 at 2:00 PM CST

The purpose of our quarterly Accelerator Sessions is to make sure BoardOnTrack is a valuable partner to the Circles of Success Board of Directors. The Circles of Success team should walk out of this meeting understanding the support you will get from BoardOnTrack in meeting your governance goals for the rest of the school year.

We will deliver to you a success plan based on our discussions, and we will check on that plan at next quarter's Accelerator Session.

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>2:00 PM</b>
<b>A. Record Attendance and Guests</b>			
<b>B. Call the Meeting to Order</b>			
<b>C. Introductions</b>		BoardOnTrack	2 m
Introductions from everyone. About 30 seconds on your role with the school, your day job if it's different, and anything else you want to share.			
<b>II. Content</b>			<b>2:02 PM</b>
<b>A. Introduction to Accelerator Sessions</b>	FYI	BoardOnTrack	3 m
<ul style="list-style-type: none"> <li>• Our quarterly process</li> <li>• Success plans</li> <li>• Your BoardOnTrack Champion</li> <li>• Any questions?</li> </ul>			
<b>B. Update from Circles of Success</b>	Discuss	Daryl Leven	8 m
<ul style="list-style-type: none"> <li>• What are the one or two big issues or opportunities Circles Of Success is facing now? What actions are you taking or considering?</li> <li>• Has the board articulated any governance goals for the rest of the school year? What are they? What support do you need?</li> <li>• What about your Board's operations and strategic work would you like to improve?</li> </ul>			
<b>C. Acceleration</b>	Discuss	BoardOnTrack	7 m
Discussion and preliminary agreement on the Circles of Success Board's key strategic objectives for the rest of the school year and how BoardOnTrack can help you meet those objectives.			

We are happy to suggest goals based on our observations as well.

<b>D. Any other topics</b>	Discuss	Daryl Leven	5 m
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Any other topics we should discuss?

<b>E. Wrap up and next steps</b>	Discuss		5 m
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Deliverables and open questions from the meeting.

BoardOnTrack is responsible for this section and we will deliver a success plan and update the minutes of this meeting within two business days.

This should include, if possible, setting a tentative date for next quarter's Accelerator Session.

### **III. Closing Items**

**2:30 PM**

<b>A. Adjourn Meeting</b>	Vote
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## Document Storage Checklist

**BoardOnTrack** helps you to build the institutional memory of your board. Within the Documents section, you can store relevant historical documents for your board members and senior staff.

Storing documents and materials in **BoardOnTrack** provides your board with 24/7 access to materials, eliminates the need to manually collect relevant documents, and ensures your important documents will be kept securely.

Below, we have put together a list of documents that we recommend adding to your **BoardOnTrack** Documents section:

### Documents

#### Onboarding Documents

- ☐ Organizational Chart
- ☐ Bylaws
- ☐ Board Member Bios
- ☐ Key Staff Bios
- ☐ School and Key Staff Directory
- ☐ Board Policies
- ☐ Board Recruitment Processes
- ☐ Committee Charters
- ☐ Board Member Expectations

#### General Board Documents

- ☐ Charter Documents
- ☐ Board Budget Documents
- ☐ Strategic Planning Documents
- ☐ Previous Meeting Agendas and Minutes
- ☐ Previous CEO Evaluation Documentation