APPROVED

Circle City Schools

Minutes

Board of Directors Meeting

Date and Time
Wednesday September 26, 2018 at 6:00 PM

Location
Circle City Prep, 4002 N. Franklin Road, Indianapolis, IN 46226

Directors Present
A. Berkey (remote), C. Miller, J. Bartenbach, M. Parris, S. Chang (remote), S. Johnson (remote)

Directors Absent
D. Tolliver

Ex Officio Members Present
M. Murphy

Guests Present
Alexis Sowder, Sam Campbell

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Bartenbach called a meeting of the board of directors of Circle City Schools to order on Wednesday Sep 26, 2018 at 6:07 PM.

C.

Welcome and Share-Out

D. Welcome Guest(s), Public Coment

Sam Campbell explained MTSS (RTI), and how it works at Circle City Prep (CCP).
Tier 1 - Progress monitoring (mainly teacher led)
Tier 2 - For students who are getting tier one supports, but need more support. Layering on additional services. Sam implements and monitors this for CCP. 6-8 week time period.
Tier 3 - Students who have a lot of barriers, and need even more support. Includes direct intervention from CCP administration.

II. Consent Agenda

A. Approve Minutes from August 2018 Board Meeting

C. Miller made a motion to approve minutes from the Board of Directors Meeting on 08-29-18 Board of Directors Meeting on 08-29-18.
M. Parris seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. Miller	Aye
M. Parris	Aye
A. Berkey	Aye
J. Bartenbach	Aye
S. Chang	Aye
S. Johnson	Aye
D. Tolliver	Absent

B. Approve September Agenda

C. Miller made a motion to Approve the agenda for the September 2018 Board Meeting.
M. Parris seconded the motion.
The motion did not carry.

Roll Call

A. Berkey	Aye
M. Parris	Aye
S. Chang	Aye
C. Miller	Aye
D. Tolliver	Absent
S. Johnson	Aye
J. Bartenbach	Aye

III. Finance Committee

A. Report

- The audit went well "as expected" per Brian Anderson.
    - Accrual adjustments.
    - Won't affect bottom line.
    - 3-5 findings. 1. Related to deposits (w/in 24 hours) 2. Documentation for payables
        - Nothing significant expected though.
    - Staff turnover and being lean likely affected some processes and documentation.
- Preliminary audit findings in the next few weeks with an "exit interview" by early November.
- Count Day = 130 students. Big win!
- Sharnell outlined recommendations for surplus budget.

B. Recommendation for Surplus Spending

1. Hire front office receptionist / administrative assistant.

IV. Academic Achievement Committee

A. Report

- Discussed new/expanded academic dashboard.

V. Fund Development

A. Report

- Working with City Market to lock in programming for CCP annual fundraiser.
- "Giving Tuesday" next steps for next BM.

VI. Governance Committee

A. Committee Update

- Met via the phone.
- Discussed Board Member prospects.
- Jennifer and Megan are connecting with 3-5 additional possible Board Members.

B. Governance Recommendation

M. Parris made a motion to approve Alexis Sowder and Wayne Patrick as new CCP Board Members.
A. Berkey seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Tolliver	Absent
S. Johnson	Aye
S. Chang	Aye
C. Miller	Aye
J. Bartenbach	Aye
M. Parris	Aye
A. Berkey	Aye

VII. Facility Taskforce

A. Committee Update

- See report.

VIII. Board Chair Update

A. Report

- Moving October 31st Board Meeting to November 1.
- December Board Meeting canceled. Board will break bread together.

IX. Head of School Update

A. Report

See report.

X. Closing Items

A. Adjourn Meeting

C. Miller made a motion to adjourn the meeting.
M. Parris seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

J. Bartenbach	Aye
A. Berkey	Aye
S. Johnson	Aye
S. Chang	Aye
M. Parris	Aye
C. Miller	Aye
D. Tolliver	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,
C. Miller