

APPROVED



CircleCityPREP

## Circle City Prep

### Minutes

#### Board Meeting

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#### Date and Time

Monday August 17, 2020 at 4:30 PM

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Due to COVID-19 this meeting is held remotely. This is the public link: <https://us02web.zoom.us/j/83956437452?pwd=VndQZkw4SEcydDJsbzZ0Y1V3QURodz09> and was published to Circle City Prep's Facebook and Website.

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#### Directors Present

A. Moseman (remote), A. Sowder (remote), C. Miller (remote), D. Rosenbarger (remote), D. Tolliver (remote), J. Bartenbach (remote), L. Tarble (remote), M. Parris (remote), S. Chang (remote)

#### Directors Absent

W. Patrick

#### Ex Officio Members Present

M. Murphy (remote)

#### Non Voting Members Present

M. Murphy (remote)

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#### I. Opening Items

##### A. Record Attendance and Guests

##### B.

### **Call the Meeting to Order**

M. Parris called a meeting of the board of directors of Circle City Prep to order on Monday Aug 17, 2020 at 4:40 PM.

### **C. Welcome and Share-Out**

### **D. Welcome Guest(s), Public Comment**

## **II. Consent Agenda**

### **A. Approve June Meeting and Emergency Board Minutes**

D. Tolliver made a motion to approve the minutes from Emergency Board Meeting on 07-16-20.

L. Tarble seconded the motion.

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

D. Tolliver made a motion to approve the minutes from Board of Directors Meeting on 06-15-20.

L. Tarble seconded the motion.

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

### **B. Approve August Agenda**

D. Tolliver made a motion to approve August agenda.

L. Tarble seconded the motion.

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

## **III. Management Update**

### **A. Report**

- Hit enrollment target of 225 students
- Reviewed start of the school year staffing structure and discussed future staffing needs
- Provided first day of school overview including updates on COVID-19 safety protocols
- Discussion on current and future grade configurations

### **B. Updated 20-21 Annual Calendar**

- Provided overview of updated annual calendar

L. Tarble made a motion to approve updated calendar.

D. Rosenbarger seconded the motion.

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

### **C.**

## **ICSB Educational Plan**

- Provided an overview of the updated e-learning plan that is focused on providing the same educational experience for both on-site and virtual students

C. Miller made a motion to updated ICSB educational plan.

J. Bartenbach seconded the motion.

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

## **IV. Governance Committee**

### **A. Governance Committee Minutes**

- Reviewed current board recruitment efforts
- Discussed SY20.21 committee goals

### **B. 20-22 Head of School Job Description**

C. Miller made a motion to approve 20-22 Head of School Job Description.

D. Tolliver seconded the motion.

- with edit made to Indiana administrator license requirement

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

### **C. 20-22 Head of School Bonus Agreement**

- Head of School Agreement to be for two-year terms with an annual review.  
Compensation negotiations occur after the CEO/HOS Evaluation is complete.

## **V. Finance Committee**

### **A. Report**

- Plan to review year-end, July, and August financials at September committee meeting
- Audit will take place in October

## **VI. Academic Achievement Committee**

### **A. Update**

- Shared 20.21 CCP academic dashboard
- Discussion on ability to administer current interim assessments virtually

## **VII. Development Committee**

### **A.**

## **Update**

- Launching fundraiser on 8/17/2020 to support COVID-19 related expenses

## **VIII. Board Chair**

### **A. Update**

- Board to send conflict of interest forms to Head of School
- Governance committee will push Board on Track survey in September
- Review of current board recruitment efforts
- Discussed opportunities for the board to engage in DEI training
- Reviewed SY20.21 board meeting schedule and discussed dates for board retreat

## **IX. 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 6:07 PM.

Respectfully Submitted,  
S. Chang