

APPROVED



CircleCityPREP

## Circle City Prep

### Minutes

#### CCP Board Meeting

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##### **Date and Time**

Monday February 21, 2022 at 4:30 PM

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Meeting will be held onsite (4002 N Franklin Rd) or virtually using the following link:

<https://us02web.zoom.us/j/88566162264?pwd=ZEtaOUY2cW5HdkNUdDdjU05RTUd3dz09>

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##### **Directors Present**

A. Moseman (remote), A. Sowder (remote), C. Miller, D. Fischer (remote), D. Rosenbarger (remote), L. Tarble (remote), M. Parris (remote), R. Grimm (remote), S. Chang (remote)

##### **Directors Absent**

J. Majors

##### **Ex Officio Members Present**

M. Murphy

##### **Non Voting Members Present**

M. Murphy

##### **Guests Present**

C. Eckerle (remote)

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#### **I. Opening Items**

A.

## **Record Attendance and Guests**

### **B. Call the Meeting to Order**

C. Miller called a meeting of the board of directors of Circle City Prep to order on Monday Feb 21, 2022 at 4:35 PM.

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

## **II. Consent Agenda**

### **A. Approve Previous Board Minutes**

A. Moseman made a motion to approve the minutes from CCP Board Meeting on 01-17-22.

R. Grimm seconded the motion.

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

#### **Roll Call**

|                |        |
|----------------|--------|
| D. Rosenbarger | Aye    |
| S. Chang       | Aye    |
| A. Sowder      | Aye    |
| R. Grimm       | Aye    |
| C. Miller      | Aye    |
| M. Parris      | Aye    |
| L. Tarble      | Aye    |
| D. Fischer     | Aye    |
| A. Moseman     | Aye    |
| J. Majors      | Absent |

### **B. Approve February Agenda**

A. Moseman made a motion to Approve agenda for Feb Meeting.

R. Grimm seconded the motion.

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

#### **Roll Call**

|                |        |
|----------------|--------|
| A. Sowder      | Aye    |
| M. Parris      | Aye    |
| L. Tarble      | Aye    |
| D. Rosenbarger | Aye    |
| S. Chang       | Aye    |
| C. Miller      | Aye    |
| A. Moseman     | Aye    |
| R. Grimm       | Aye    |
| D. Fischer     | Aye    |
| J. Majors      | Absent |

### III. Self-Op Kitchen Consultant

#### A. Patachou Contract

Will work with us this next year even without the large upgrades while capital funds are being raised.

And then will continue to help through and after renovations.

L. Tarble made a motion to Approve contract with Patachou.

M. Parris seconded the motion.

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

##### Roll Call

|                |        |
|----------------|--------|
| C. Miller      | Aye    |
| M. Parris      | Aye    |
| A. Moseman     | Aye    |
| D. Fischer     | Aye    |
| L. Tarble      | Aye    |
| S. Chang       | Aye    |
| D. Rosenbarger | Aye    |
| R. Grimm       | Aye    |
| J. Majors      | Absent |
| A. Sowder      | Aye    |

### IV. Facility Taskforce

#### A. Creation Facility Taskforce

Started the task force back up because there are always things to do.

Charge is around capital campaign and improvements

Drew (chair), Alexis, Chad, Brian, Bobby (as needed), David R (as needed)

L. Tarble made a motion to Approve creation of facility taskforce.

D. Fischer seconded the motion.

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

##### Roll Call

|                |        |
|----------------|--------|
| C. Miller      | Aye    |
| L. Tarble      | Aye    |
| M. Parris      | Aye    |
| A. Moseman     | Aye    |
| D. Rosenbarger | Aye    |
| A. Sowder      | Aye    |
| J. Majors      | Absent |
| D. Fischer     | Aye    |
| S. Chang       | Aye    |
| R. Grimm       | Aye    |

#### B.

### **Request for Qualifications for Kitchen & Cafe Project**

Looking to get 3 bids to compare rates and costs.

Megan created the RFQ from an exemplar. Not formalized through CIES which means Megan is responding to bids, giving tours, etc.

2-month construction timeline to be completed over the summer and not interfere with school days.

M. Parris made a motion to Approve the RFQ to be advertised.

A. Sowder seconded the motion.

Facility taskforce will go through all requests for qualifications. Full board will review and sign off based on the taskforce recommendations

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

#### **Roll Call**

|                |        |
|----------------|--------|
| R. Grimm       | Aye    |
| L. Tarble      | Aye    |
| S. Chang       | Aye    |
| A. Sowder      | Aye    |
| A. Moseman     | Aye    |
| D. Rosenbarger | Aye    |
| M. Parris      | Aye    |
| D. Fischer     | Aye    |
| C. Miller      | Aye    |
| J. Majors      | Absent |

### **V. Finance Committee**

#### **A. Updates**

#### **B. Approve Transactions**

A. Sowder made a motion to Approve transactions for December and January.

D. Rosenbarger seconded the motion.

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

#### **Roll Call**

|                |        |
|----------------|--------|
| A. Sowder      | Aye    |
| D. Rosenbarger | Aye    |
| C. Miller      | Aye    |
| D. Fischer     | Aye    |
| S. Chang       | Aye    |
| A. Moseman     | Aye    |
| L. Tarble      | Aye    |
| R. Grimm       | Aye    |
| M. Parris      | Aye    |
| J. Majors      | Absent |

### **VI. Academic Committee**

#### A. Update

We are readers and writers

We are consistent

We are a team

Enrollment is at 258

Looking to hire an ELL coordinator for 22-23 school year to support our ELL scholars even more.

Attendance average is 88%

Of the bottom quartile of Scholars on STEP in 1st - 5th Grade, 67% are NEW this year

Of the top quartile of Scholars on STEP in 1st - 5th Grade, 88% have attended CCP for 1+ years

### VII. Board Chair Update

#### A. Interim Secretary

S. Chang made a motion to Approve Bobby as Secretary and Governance Chair.

A. Moseman seconded the motion.

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

#### Roll Call

|                |        |
|----------------|--------|
| M. Parris      | Aye    |
| S. Chang       | Aye    |
| A. Sowder      | Aye    |
| R. Grimm       | Aye    |
| D. Rosenbarger | Aye    |
| A. Moseman     | Aye    |
| D. Fischer     | Aye    |
| C. Miller      | Aye    |
| J. Majors      | Absent |
| L. Tarble      | Aye    |

#### B. Update

3 prospective board members slated for the summer enrollment.

### VIII. Head of School Update

#### A. Update

New roles for next year:

MS Language arts, Math, Science, and Social Studies

ELA Coordinator

Social worker through Marian University

## **B. SY22 Annual Calendar**

L. Tarble made a motion to Approve the 22-23 Calendar.

D. Rosenbarger seconded the motion.

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

### **Roll Call**

|                |        |
|----------------|--------|
| D. Rosenbarger | Aye    |
| S. Chang       | Aye    |
| C. Miller      | Aye    |
| J. Majors      | Absent |
| D. Fischer     | Aye    |
| L. Tarble      | Aye    |
| A. Sowder      | Aye    |
| R. Grimm       | Aye    |
| M. Parris      | Aye    |
| A. Moseman     | Aye    |

## **C. Parent Survey**

## **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 5:39 PM.

Respectfully Submitted,  
C. Miller