

APPROVED



**CIRCLE CITY PREP**  
AMBITIOUS LEARNERS | RESPONSIBLE LEADERS

## Circle City Prep

# Minutes

## October Board Meeting

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### Date and Time

Wednesday October 25, 2023 at 4:30 PM

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### Directors Present

C. Miller, D. Fischer, D. Neves (remote), D. Rosenbarger (remote), D. Sawyers (remote), K. Lennon (remote), L. Tarble, N. Riggins

### Directors Absent

A. Sowder, R. Grimm

### Directors who arrived after the meeting opened

N. Riggins

### Ex Officio Members Present

M. Murphy

### Non Voting Members Present

M. Murphy

### Guests Present

C. Eckerle

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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 Wednesday Oct 25, 2023 at 4:36 PM.

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

## II. Consent Agenda

### A. Approve Previous Board Minutes

K. Lennon made a motion to approve the minutes from August Board Meeting on 08-28-23.

L. Tarble seconded the motion.

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

#### Roll Call

D. Neves	No
C. Miller	No
R. Grimm	Absent
K. Lennon	No
D. Rosenbarger	No
L. Tarble	No
D. Sawyers	No
D. Fischer	No
N. Riggins	Absent
A. Sowder	Absent

### B. Approve October Agenda

K. Lennon made a motion to Approve agenda.

L. Tarble seconded the motion.

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

N. Riggins arrived.

## III. Head of School Update

### A. Q1 Progress

STEP Data- 40 minutes of reading has been moved to a writing block. Makes teachers very intentional with their reading lessons.

Instructional team is doing more walkthroughs

Admin are also all taking a STEP group each to work with the most need scholars

Referral decrease starting to happen in Q2, averaging closer to 10 per day rather than 25

Enrollment is continuing, a lot of high need scholars incoming recently

AYS is a partner with us, but are actively enrolling up to 30, right now we have 19

**B. Oct Staffing Update**

Staff vacancies- some will not be filled, others we are currently hiring for

2 parental leaves are coming up- we will be getting long term subs for the 6 paid weeks they are out

Career conversations are happening this quarter, so we will have a better idea of who will be returning SY25

**C. Board Support at Events**

Fall Fest 11/2- after school

Ribbon cutting 11/9- Board arrive at 8:30am

**IV. Board Chair Update**

**A. Committees**

Chad will be meeting with Committee chairs to go over goals and put them into BOT

**B. Strategic Plan Creation**

What does a strategic plan for CCP look like? What is the vision for this school?

The governance committee will be meeting about this

**V. Finance Committee**

**A. August & September Financials**

C. Miller made a motion to approve financials for August and September.

N. Riggins seconded the motion.

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

**Roll Call**

D. Neves	Aye
K. Lennon	Aye
A. Sowder	Absent
R. Grimm	Absent
D. Rosenbarger	Aye

**Roll Call**

D. Fischer	Aye
L. Tarble	Aye
C. Miller	Aye
N. Riggins	Aye
D. Sawyers	Aye

**B. July - September Transaction Report**

**C. Director of Finance Update**

**VI. Development Committee**

**A. Capitol Campaign Update**

Funding in from the Bader foundation

**VII. 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 5:33 PM.

Respectfully Submitted,  
C. Miller