

DRAFT



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

## Circle City Prep

# Minutes

## June Board Meeting

---

### **Date and Time**

Wednesday June 26, 2024 at 4:30 PM

---

### **Directors Present**

A. Sowder (remote), C. Miller, D. Neves, D. Sawyers, K. Lennon, L. Tarble, N. Riggins, R. Grimm

### **Directors Absent**

D. Fischer, D. Rosenbarger

### **Directors who arrived after the meeting opened**

D. Sawyers, N. Riggins

### **Guests Present**

C. Eckerle

---

## **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 Jun 26, 2024 at 4:33 PM.

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

## II. Consent Agenda

### A. Approve Previous Board Minutes

D. Neves made a motion to approve the minutes from April Board Meeting on 04-24-24.

R. Grimm seconded the motion.

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

#### Roll Call

A. Sowder	Aye
D. Fischer	Absent
C. Miller	Aye
D. Neves	Aye
D. Rosenbarger	Absent
L. Tarble	Aye
R. Grimm	Aye
N. Riggins	Absent
K. Lennon	Aye
D. Sawyers	Absent

### B. Approve June Agenda

D. Neves made a motion to Approve agenda.

R. Grimm seconded the motion.

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

## III. Head of School Update

### A. SY25 Enrollment Update

Largest areas of need are 4th, 5th, and 6th.

We are right now over our enrollment target

N. Riggins arrived.

### B. Parent Survey

27 family responses

Good mix of Spanish and Haitian Creole speaking families

### C. Staffing Update

New K-2 instructional coach

Associate teacher from 2 years ago and now is coming back as a lead teacher

### D. Facility Update

The work on the roof is coming.

### E.

## **SY24 Insight Survey Results**

### **F. Grant Updates**

Grant from Penrod for art in the school  
Grant from the Glick Philanthropy

### **G. SY24 ILEARN Update**

Data is not yet public

## **IV. Finance Committee**

### **A. April / May Financials**

D. Sawyers arrived.

### **B. Approve April / May Transactions**

N. Riggins made a motion to Approve April and May Transactions.  
L. Tarble seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

N. Riggins	Aye
D. Neves	Aye
L. Tarble	Aye
A. Sowder	Aye
R. Grimm	Aye
D. Fischer	Absent
D. Rosenbarger	Absent
C. Miller	Aye
D. Sawyers	Aye
K. Lennon	Aye

## **V. Governance Committee**

### **A. SY25 Staff Handbook**

FMLA over breaks- pauses over paid breaks

R. Grimm made a motion to Approve the staff handbook.  
D. Neves seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

C. Miller	Aye
R. Grimm	Aye
D. Fischer	Absent

**Roll Call**

L. Tarble Aye  
K. Lennon Aye  
D. Sawyers Aye  
D. Neves Aye  
N. Riggins Aye  
A. Sowder Aye  
D. Rosenbarger Absent

**B. SY25 Family Handbook**

L. Tarble made a motion to Approve the family handbook.  
K. Lennon seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

D. Fischer Absent  
K. Lennon Aye  
N. Riggins Aye  
D. Rosenbarger Absent  
R. Grimm Aye  
C. Miller Aye  
A. Sowder Aye  
L. Tarble Aye  
D. Sawyers Aye  
D. Neves Aye

**C. Update Bylaws**

L. Tarble made a motion to Approve amended bylaws.  
D. Neves seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

D. Fischer Absent  
C. Miller Aye  
R. Grimm Aye  
K. Lennon Aye  
D. Rosenbarger Absent  
D. Sawyers Aye  
D. Neves Aye  
A. Sowder Aye  
N. Riggins Aye  
L. Tarble Aye

**D. SY25 Board Recruitment**

Board is approved to have 7-15 members, but no less than 7

## VI. Board Chair Update

### A. SY25 Board Executive Committee

R. Grimm made a motion to Approve Leslie as new Board Chair.

K. Lennon seconded the motion.

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

#### Roll Call

D. Neves	Aye
D. Rosenbarger	Absent
A. Sowder	Aye
K. Lennon	Aye
D. Sawyers	Aye
N. Riggins	Aye
L. Tarble	Aye
C. Miller	Aye
D. Fischer	Absent
R. Grimm	Aye

### B. SY25 Board Meeting Schedule

### C. SY25 Committee Chairs and Committees

L. Tarble made a motion to Approve Chairs and that Alexis will serve a 4th term.

R. Grimm seconded the motion.

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

#### Roll Call

D. Rosenbarger	Absent
C. Miller	Aye
R. Grimm	Aye
L. Tarble	Aye
D. Fischer	Absent
N. Riggins	Aye
K. Lennon	Aye
D. Sawyers	Aye
A. Sowder	Aye
D. Neves	Aye

## 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 6:05 PM.

Respectfully Submitted,  
C. Miller