

Vida Charter School

Board Meeting

Date and Time

Monday October 24, 2016 at 6:30 PM EDT

Location

Vida Charter School Eisenhower Building

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
Opening Items			
A. Record Attendance and Guests			1 m
B. Call the Meeting to Order			1 m
C. Approve Minutes	Approve Minutes	Susan White	5 m
Approve minutes for Board Meeting on September 26, 2016			
D. Announcement of Executive Session		Lynn Leonard	5 m
E. Public comment			15 m
F. Director's report		Martha Davis	10 m
G. Board Priorities		Lynn Leonard	5 m
II. Academic Excellence Committee			7:12 PM
Academic Excellence			
A. Academic Excellence committee update	FYI	Amanda Kittelberger	5 m
B. Academic Excellence Committee Goals for 2016-17	Vote	Amanda Kittelberger	5 m
The academic excellence committee recommends the board approve following goal for 2016-17.			
Systematize the collection, analysis, and reporting of student achievement data across subjects and grade levels.			
Systematize the monitoring of all special services provided through Vida (speech, special education, gifted, occupational, academic intervention programs).			
Create a baseline and measure elements of teacher satisfaction for purposes of teacher recruitment and retention.			

	Purpose	Presenter	Time
III. Governance Committee			7:22 PM
Governance			
A. Governance Committee Meeting Update	FYI	Jeanne Arnold	5 m
B. Assess Board retreat and future retreats	FYI	Lynn Leonard	10 m
<p>Please reflect on your experience at this past weekend's retreat and be prepared to comment on the following questions.</p> <p>What went well?</p> <p>Did we achieve our goals for the retreat?</p> <p>Where could we improve for next year?</p> <p>Should we delegate planning the board retreat to Governance committee?</p>			
C. Approve Annual Governance Committee Goals	Vote	Jeanne Arnold	5 m
<ol style="list-style-type: none"> 1. Review bylaws and policies as needed. 2. Implement continuity and clear work flow in board membership recruitment process. 3. Recruit board members for upcoming elections and appointments. 4. Explore the use of annual assessments in running an efficient and effective board. <p>consider adding:</p> <ul style="list-style-type: none"> - Document and track board goals through BoardOnTrack - Produce updated annual board and committee calendars - Produce updated board member manual with member roles, tasks, and committee procedures 			
IV. Finance Committee			7:42 PM
Finance			
A. Approve Monthly Financials	Vote	Josef Brandauer	5 m
B. Finance Committee Meeting Update	FYI	Josef Brandauer	5 m
C. Approve Annual Finance Committee Goals	Vote	Josef Brandauer	5 m
<ul style="list-style-type: none"> -Improve monthly reporting mechanism -Ensure compliance with open mtg law -Conduct/delegate annual board training on finance -Align dental insurance plan with other insurances -Oversee development of comprehensive compensation package -Develop 5 year financial forecast -Oversee completion of financial operations manual -Maintain annual committee calendar 			
V. Personnel			7:57 PM

	Purpose	Presenter	Time
A. Approve change in compensation for TA's working as substitute teachers	Vote	Martha Davis	5 m

Martha is requesting that when TA's are called out of their normal duties to work as substitute teachers, they be compensated at the standard substitute teacher rate of \$100/day. This rate is an increase over their regular pay and reflects the increased responsibility. It also serves to create equity with other substitute teachers.

B. Resignations: Acknowledge resignation of Emily Cost	Vote	Martha Davis	5 m
C. Approve Hire of Long-Term Substitute Teacher for remainder of 2016-17 school year	Vote	Martha Davis	5 m
D. Personnel Hiring Process: Documentation and Verification	FYI	Martha Davis	5 m

Martha recently conducted an audit of all personnel files and will explain to us the process the administrative office follows to document and verify new hires. This explanation will include which documents are required, then verified and stored in personnel files as part of this hiring process.

1. Do we verify teaching certificates and prior employment? How?
2. Do we require signing a statement of confidentiality?

VI. Other Business **8:17 PM**

A. Discuss Board/Staff Luncheon	Discuss	Martha Davis	5 m
B. Discuss Annual Board Goals 2016-17	Discuss	Lynn Leonard	5 m

VII. Closing Items **8:27 PM**

A. Adjourn Meeting	Vote
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