APPROVED

Vida Charter School

Minutes

Board Meeting

Date and Time
Monday September 26, 2016 at 6:30 PM

Location
Vida Charter School Eisenhower Building

Trustees Present
C. Bowen, D. Marritz, E. Diaz, J. Arnold, J. Brandauer, L. Leonard, M. Rosenberger, S. White

Trustees Absent
A. Kittelberger

Guests Present
Kathy Hewitt, N. McGowan

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Leonard called a meeting of the board of trustees of Vida Charter School to order on Monday Sep 26, 2016 at 6:32 PM.

C. Approve Minutes

S. White made a motion to approve minutes from the Board Meeting on 08-22-16 Board Meeting on 08-22-16.
J. Brandauer seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Announcement of Executive Session

L. Leonard noted that an executive session was held from 5:30 to 6:24 for discussion of personnel matters.

E. Public comment

None.

F. Director's report

Curriculum and instruction

I had fourteen (14) pre-observation conferences with teachers. They were asked to provide three (3) goals they want to work on. Most teacher wanted to work on *"using questions and discussion techniques."* The goals needed to be based on the Charlotte Danielson's framework. Observations are scheduled to take place during October. Only one has taken place so far on September.

Teachers have been submitting their lesson plans consistently. The lesson plans are based on: standards and essential questions to establish the goal of the lesson, vocabulary, an activating activity at the beginning of the lesson, strategies for teaching including pair, small group and individual work, formative assessments and summarizing at the end demonstrating that the goal was met and if not, teacher will need to redirect their teaching by differentiating instruction.

Interventions

Ms. Ray is intervening as follows: 17 Students are scheduled for interventions. 16 are receiving reading interventions. 1 is receiving math intervention. Other interventions will take place as needed.

Ms. Gellman's: 22 interventions in Spanish (14 of these students are El s) 1 intervention in ESL

Induction Program

Seven (7) teachers meet on Monday with the LIU consultant via online for the Standards aligned systems.

Ms. Gonzales, Ms. Cuadrado, Ms. Clark- Cuadrado, Ms. Malone, and Mr.Contreras were observed by their mentor. Goals were established for them to work on.

The mentor and the new teacher meet four times for the following sessions: 1. School Introduction, 2. Danielson's framework. 3. Formative assessments. 4. Classroom management. 5. Standards Aligned System

Subject Meetings

The teachers are working through the subjects teams taking place on Wednesdays on organizing their standards and collecting classroom data. By next month we will have some data as to how students are doing in each class. We will begin strategizing after that as to what we need to do to increase the student's' academic level.

School Culture and Behavior School-wide activities

Ms. Malone provided the following: A lesson to introduce self-control to our students. All teachers implemented it the same day. Twenty to thirty (20-30) minutes lessons in every classroom, K-6 (total of 14 lessons) in earning bucket drops for self-control and kindness for the students.Twenty two (22) students have been celebrated for practicing self-control. We have not received any behavioral referrals as of September 22, 2016.

Building

Naima has solicited two bids estimates for the purchase of the paper products that Gettysburg School District won't be providing any longer. The Gettysburg School District estimate is $ 3210.00 and Holtz is $3900.00.
We had our first fire drill on September 7th. It was successful!
We had asked the Gettysburg School District for a secure fence for the area where students have their recess and they have agreed to let us post a sign to ask people not to trespass during school session.
Also, Gettysburg SD has agreed to remove the name outside the building for the Eisenhower Elementary school but reiterate that this will always be the Eisenhower Center.
ASJ Janitorial services has begun laboring for Vida and is working well. All efforts are being made to maintain the building clean and in excellent condition.
Enrollment
Kinder (max 66) 44; 1st Grade (max 66) 52; 2nd Grade (max 25 each) 39; 3rd Grade (max 25 each) 37; 4th Grade (max 25 each) 40; 5th Grade (max 25 each) 19; 6th Grade (max 25 each) 15; Total Enrollment 246
Special Education
We have four (4) special education students and one (1) pending and also six (6) gifted.
We will be audited this year for the special ed peace and had a meeting with PDE in regards to what we need to do this year to comply with the audit/ monitoring.
Our Special ed teacher/consultant from the LIU has written a summary of each IEP and shared with teachers and met with them to provide support in regards of meeting the IEP goals. She also has observed six classroom where the IEP students are to assess if teachers need support assisting the students and providing them with the support necessary to succeed.
Transportation
There were some issues with the transportation from Littlestown bus but it has been resolved by the transportation Coordinator.
I would like to review the transportation piece at some point soon to assess if we could be more independent. The bus procedure was changed and it has been successful!
Future Events
The day of the death. Mexican traditional holiday will be presented by Mr. Contreras and Ms. Maneval, both music and art teachers. The exhibition will take place during the beginning of November. The Christmas and Spring concert and lastly the Talent Show may take place towards the end of Spring.

G. Introduction to BoardonTrack

Gina Firard of Board on Track, provided a power point presentation recognizing the opportunities that Board on Track will provide for proper management of the school board.

H. Board Priorities

L. Leonard noted: 1.Board Retreat on October 22, 2016 to be held from 8:30 to 1:30 at the Cross Keys Village with the first session being a presentation from Charter Choices concerning financial matters and the second session the board members will take an assessment provided by Board on Track for board enhancement, in refining board committee calendars into 1 large board calendar. 2. The collaboration with Martha and understanding how the board works with the Executive Director. 3. She wishes to use the Board on Track as a goal setting achievement calendar to keep the school on track with established goals.

II. Governance Committee

A. Review Board Officers and Committee Chairs

L. Leonard noted the Committees and their chairs: Finance-J. Brandauer, Governance-J. Arnold; Academic Excellence-A. Kittelberger

B. Appoint Members of Governance Committee for SY 2016-17

J. Arnold noted that the Governance Committee will consist of Don Marritz and Elizabeth Diaz.
J. Arnold made a motion to accept Governance Committee Members which will consist of Don Marritz and Elizabeth Diaz.
M. Rosenberger seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Finance Committee

A. Approve August Financials

J. Brandauer made a motion to accept the August Financials.
C. Bowen seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

C. Bowen	Aye
E. Diaz	Aye
L. Leonard	Aye
A. Kittelberger	Absent
S. White	Aye
M. Rosenberger	Aye
J. Arnold	Aye
J. Brandauer	Aye
D. Marritz	Aye

B. Appoint Members of Finance Committee for SY 2016-17

J. Brandauer noted that Kevin Corcoran of Charter Choices is the new school representative. J. Brandauer also noted that Vida needs to promote increased enrollment as it is the cornerstone of our annual budget.
J. Brandauer noted the members of the Finance Committee are S. White and M. Rosenberger.
J. Brandauer made a motion to accept the members of the Finance Committee which are S. White and M. Rosenberger.
D. Marritz seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Academic Excellence Committee

A. Appoint Members of Academic Excellence Committee for SY 2016-17

S. White noted that the members of the Academic Committee are C, Bowen and L. Leonard.
S. White made a motion to accept the members of the Academic Committee which are C. Bowen and L. Leonard.
J. Arnold seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. White noted the Academic Excellence Committee goals will be circulated at a later date.

V. Personnel

A. Acknowledge Resignation Rescission

M. Davis requested to the board to note the resignation rescission request.

B. Approve Revised Administrative Assistant Job Description

C. Bowen made a motion to accept the revised Administrative Assistant Job Description.
J. Brandauer seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve New Compensation for Revised Administrative Assistant Position

C. Bowen made a motion to accept the added compensation amount of $3,000.00 for the revised Administrative Assistant position.
J. Arnold seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Rosenberger	Aye
J. Brandauer	Aye
J. Arnold	Aye
A. Kittelberger	Absent

Roll Call

C. Bowen	Aye
E. Diaz	Aye
D. Marritz	Aye
L. Leonard	Aye

D. Approve Intervention Teacher Job Description

J. Brandauer made a motion to accept the Response to Intervention Job Decription.
D. Marritz seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Other Business

A. Discuss Vidas' PSSA Scores

Vida Charter School has received the results for the 2015-16 PSSA testing. The results provided some highlights and lowlights and M. Davis provided examples of each. Her aggressive efforts to improve tests scores is continuing throughout the year and school assessment results will be reported when available.

B. Submission of Vida's Annual Report

M. Davis noted that the Annual Report was submitted on August 1, 2016, however there was a minor error in electronic submission which was corrected.

C. Change Date of November Board Meeting

J. Arnold made a motion to change the November board meeting from 11-28-16 to 11-21-16.
D. Marritz seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Adjourn Meeting

J. Arnold made a motion to adjourn the meeting.
D. Marritz seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:55 PM.

Respectfully Submitted,
S. White