APPROVED

Vida Charter School

Minutes

Board Meeting

Date and Time
Monday June 5, 2017 at 6:30 PM

Location
Vida Charter School Eisenhower Building

Trustees Present
C. Bowen, F. Dutrisac, G. Murry, J. Arnold, J. Brandauer, L. Leonard, M. Rosenberger, R. Rahman

Trustees Absent
D. Marritz, E. Diaz

Ex Officio Members Present
M. Davis

Guests Present
Amy Mills, Summer Caffrey

I. Opening Items

A. Record Attendance and Guests

Note: Greg Murry and Rukhsana Rahman were present at the meeting but were not sworn in until the very end of the meeting. As such, all votes reflected in these minutes do not include their votes.

B. Call the Meeting to Order

L. Leonard called a meeting of the board of trustees of Vida Charter School to order on Monday Jun 5, 2017 at 6:40 PM.

C. Approve Minutes

J. Brandauer made a motion to approve minutes from the Board Meeting on 05-22-17 Board Meeting on 05-22-17.
F. Dutrisac seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Announcement of Executive Session

Members convened for an executive session from 6:10 to 6:30 to discuss confidential personnel and legal matters.

E. Public comment

No comments.

F. Director's report

Ms. Davis reported on the following items:
Academics I met with the Math Team, Spanish Team, Kindergarten Team, 2nd and 3rd grade Team, 4th, 5th and 6th grade Team and gather teacher's feedback in regards to next year's number of classes and where teachers want to be. Also, today I met with Maribel to design the schedule for next year. There is a need to hire two teachers. One Spanish for 2nd grade and one bilingual who will teach exclusively the 6th grade. The 2nd grade students will be divided in two groups of 24 students each. So far we have three kinders and two 1st grade classes that will be full capacity at 22 each. I have received the data from the F&P . All data shows student growth. In the areas of reading data shows an 8% growth in math we made some improvements, but data shows not enough to change our scores. For the math team next year, our plan is as follows: 1. Teachers have been asked to map the skills students need to have in each grade. 2. Students will be tested upon their arrival next school year based on those skills. 3. Maribel will capture the data of the results of the test from all Math teachers and will present it to the Math Team. 4. The Math Team will strategize and make instructional and interventional decisions based on the data presented. A plan for the year will be designed. 5. In addition, teacher will begin a review/ intervention approach at the beginning of the year to level the classes in regards to their class overall Math skills. 6. Further, we will be offering three (3) Math Workshops for parents during the year. These workshop goals will be to train parents on the curriculum and strategies they can use to support the students at home. 7. Furthermore, in the beginning of the year we will kick-off the year by having a Math assembly and posters around the school promoting Math. In regards to reading and writing, there are some ideas floating but I haven't formalize a plan yet. However, the reading challenge will be promoted again next year since it gave very good results. The PSSAs results should be in shortly this month so at that point we will be able to see what improvements we made and which ones we need to make. We will also embark in a research and evaluation of the bilingual aspect of the curriculum. We have discussed some strategies already to expand the Spanish language experience as follows: 1. There will be a procedure as to how we use the two languages in the school. For example: Monday, Wednesday and Friday one week emphasis in English, the next

week emphasis in Spanish. 2. Have more diverse activities representing a larger multicultural spectrum. 3. Offer extra-curriculum activities in Spanish. 4. Map the skills for each grade. 5. Conduct our own research.

Disciplinary/ School Culture Overall this year we were very proactive in changing the culture. There were many assemblies and initiatives from the responsive classroom, counselor and administrator. We had a total of 25 disciplinary referrals (compared to over 200 last year).

Building We need to purchase a shed that can store furniture so that we can have another classroom available. Summer cleaning has begun and there is a plan in place worked out between ASJ and Gettysburg School District to get the job done before school starts.

Purchasing This Summer we will be purchasing curriculum, new subscriptions, furniture and other pertinent items needed to start the school year.

Human Resources The following positions need to be filled: Executive Assistant, Operations Assistant, Director of Student Services, Nurse, Spanish Teacher, Bilingual Teacher

Summer Programming We have sent the information to parents in regards to the Summer programs and are waiting for enrollment

G. Board Priorities

Lynn Leonard responded to a public comment submitted at the last meeting requesting the amount of the Lauren Labor Advisors contract. This information is available through the usual RTK request format and can be obtained in the office at any time.

II. Finance Committee

A. Review and Approve Final Draft of Budget 2017-18

C. Bowen made a motion to approve the 2017-18 Budget for Vida Charter School.
M. Rosenberger seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

L. Leonard	Aye
M. Rosenberger	Aye
J. Brandauer	Aye
D. Marritz	Absent
R. Rahman	Abstain
C. Bowen	Aye
E. Diaz	Absent
G. Murry	Abstain
J. Arnold	Aye
F. Dutrisac	Aye

B. Approve New Health Insurance Plan and HRA Agreement for 2017-18 School Year

M. Rosenberger made a motion to approve the new health insurance plan through Capital BlueCross and HRA agreement as recommended by the finance committee.
J. Arnold seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

F. Dutrisac	Aye
C. Bowen	Aye
J. Brandauer	Aye
L. Leonard	Aye
J. Arnold	Aye
G. Murry	Abstain
M. Rosenberger	Aye
R. Rahman	Abstain
D. Marritz	Absent
E. Diaz	Absent

C. Approve Charter Choices Contract

F. Dutrisac made a motion to approve a one year contract with Charter Choices for back-office solution services.
M. Rosenberger seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Arnold	Aye
R. Rahman	Abstain
M. Rosenberger	Aye
L. Leonard	Aye
J. Brandauer	Aye
G. Murry	Abstain
F. Dutrisac	Aye
E. Diaz	Absent
D. Marritz	Absent
C. Bowen	Aye

D. Approve New Auditor

C. Bowen made a motion to approve SB Associates to perform audit services for Vida Charter School.
F. Dutrisac seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Marritz	Absent
J. Brandauer	Aye
G. Murry	Abstain
E. Diaz	Absent

Roll Call

M. Rosenberger	Aye
F. Dutrisac	Aye
R. Rahman	Abstain
L. Leonard	Aye
C. Bowen	Aye
J. Arnold	Aye

E. Check policy

J. Brandauer made a motion to approve the resolution to update check signature authority to reflect the current Board President and Treasurer as well as Executive Director Martha Davis.
J. Arnold seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Governance Committee

A. Approve Quarterly Governance Report

J. Brandauer made a motion to approve the quarterly governance report for last quarter of the 2016-17 school year.
M. Rosenberger seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Acknowledge End of Board Term and Thank You to Elizabeth Diaz

C. Appoint New Board of Trustees Members

J. Arnold made a motion to appoint Greg Murry to a two year term, Melissa Rosenberger to a two year term, and Rukhsana Rahman to a 1 year term on the Vida Charter School Board of Trustees.
M. Rosenberger seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Personnel

A. Approve addendum to Martha Davis Employment Agreement

This item was tabled.

B. Announcement of Executive Session

V. Closing Items

A. Adjourn Meeting

J. Brandauer made a motion to adjourn the meeting.

M. Rosenberger 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 7:10 PM.

Respectfully Submitted,
M. Rosenberger