

Arcadia Charter School  
 School Board Meeting Minutes  
 October 8, 2015

**It is the mission of Arcadia Charter School to prepare our students to transition intellectually, emotionally and ethically to higher education and future employment.**

*Minutes are in italics*

1. Call meeting to order  
 – Meeting called to order at 6:37
2. Verify Quorum  
 – Quorum verified: yes

	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>
<i>Sheri</i>	x	x	x								
<i>Tom</i>	x6:46	x	X7:00								
<i>Kate</i>		x	x								
<i>Gary</i>	x	x	x								
<i>Sarah W</i>	x	x	x								
<i>Sean</i>	x	x	x								
<i>Sara L</i>	x	x	x								
<i>Elisabeth</i>											
<i>Laura</i>			X6:41								

*Also present: Patrick Exner, Rebecca McMullen, Mark Ross, Lisa Malecha, (Kathy Ingraham, minutes)*

3. Approve agenda  
 - Motion to approve agenda: Sara 1<sup>st</sup>, Sean 2<sup>nd</sup>, unanimous
4. Consent Agenda: motion to approve consent agenda: Sara 1<sup>st</sup>, Sean 2<sup>nd</sup>, unanimous
  - (a) Minutes from September 15, 2015
  - (b) 2015-2016 Employee and Student Handbooks
    - Student Handbook doesn't have the new project credits listed. Patrick will look into it.
    - Correct the spelling of Sara Line's name.
    - "Steps & Lanes" – Ryan made a salary chart. Include in Employee Handbook
5. Speaker's Corner- This is an opportunity for community members to address the Arcadia School Board on subjects related to the school. Please limit comments to three minutes. Thank you.  
 - No community members present.
6. Website presentation by Mark Ross  
 See sitemap handout. Website is accessible through Launch 5 Media. Goals: Arcadia environment and marketing. Calendar and daily announcements. Application on line. Advisory

*pages. If students are interested in web development they'll work with them. Any kind of media can be added such as student project videos.*

7. Introduce Student Representative – *we received only one application*

(a) Rachel Acosta

8. Reports:

(a) Finance Committee Report

- *report reviewed by Gary*
- *Give to the Max Day – Nov 12 - marketing*
- *Thanksgiving – Dec 4*
- *Auditors in today and tomorrow*
- *UFARs uploaded by 11/30*
- *Enrollment affects all our funding*
- *Finance Committee has to look at number of students – when projecting for enrollment does it pay to be conservative or aggressive? Have a discussion moving forward.*
- *STARS reporting due Nov 23*

(b) Director's Report

- *We have 9 students taking at least one college course this year*
- *Homework help going well. Great college tutors helping our students*
- *We have contracted with Canopy IT Solutions for our tech needs*
- *The Annual Report on Curriculum and Instruction was submitted to Authorizer on Oct 1.*
- *Transportation Verification Report submitted on Oct 3*
- *Fire inspection completed Oct 6*
- *Annual Report of Curriculum and Student Achievement was presented to the board. This year's report will be combined with the World Best Workforce report now required of schools. This report should be submitted to Authorizer and posted on website*

(c) Chair Report –

- *Training reminder – “310 The Board's Role in Personnel Management 10/30-11/9*
- *Do we need a personnel committee? Kate will research. Put on the November agenda*
- *MACS Governance Award – deadline is too soon to apply this year but we should consider taking the steps towards earning this title.*
- *Director's Goals 2015-2016 – Patrick is continuing his 90 day plan. We will work toward setting goals for the rest of the year and present those at the November meeting.*

9. Unfinished Business:

a. 2015-2016 Board Goals

- a.i. The School Board will make a plan to create a greater presence in the Northfield Community*
- a.ii. The School Board will continue to develop tools used in evaluating Director performance*

- a.iii. *Set procedures for establishing and dissolving committees and their purposes. Discussion of facilities committee falling under school or board. Currently is a school committee*

*Motion to approve the School Board goals – Kate 1<sup>st</sup>, Sarah 2<sup>nd</sup>, unanimous*

10. New Business:

- (a) Annual Report

*- move that we approve and accept the annual report Laura 1<sup>st</sup>, Tom 2<sup>nd</sup>, unanimous*

11. Announcements:

- (a) **Next Meeting** – November 17, 2015
- (b) Fall Break October 15-16 (teacher workshops)
- (c) Open House October 27, 6:30
- (d) Term 1 ends/Presentation Night November 6, 6:30
- (e) No School November 9 (teacher work day)
- (f) Conferences November 12 and 13

*Motion to adjourn the Arcadia School Board Meeting: Tom 1<sup>st</sup>, Sarah 2<sup>nd</sup>, unanimous*