



MINUTES OF THE CENTRE LEARNING COMMUNITY CHARTER SCHOOL
Minutes for the
Meeting of the Board of Trustees
September 19, 2013 7:00pm at the School

The meeting was called to order by Gail at 7:00pm.

Members present: Gail Boldt, Ron Boyles, Kim Bahnsen, Ali Carr-Chellman (via Skype), Amanda Dietrick, Jerre Price, Brian Rowan, Dottie Rumbel, Cathy Swarm

Others in Attendance: Kosta Dussias, Mark Toci

OPENING ACTIVITIES:

- Call to order, Pledge of Allegiance, Amendments to Agenda.
- Minutes from July Board meeting to be amended to show Kim Bahnsen as present, under School Update to just list enrollment at 100 in a separate sentence, and to remove Amanda from the Training, Recruitment and Elections Committee meeting that met on 8/19. Amanda moved to accepted minutes as corrected, Kim seconded, motion passed 9-0, Cathy to revise and email to Brian.
- No public comment.

REPORTS

School update: Amanda reported on the Team updates for Sept. 2013:

- SBoogle is currently working on their first major project of the year, Dig This, an archaeology project exploring Native American culture in which students are excavating simulated dig sites and trying to determine which native culture is represented by their discovered artifacts. For the final product, student groups will be creating their own simulated dig sites to give to each of the other CLC teams to explore Native American cultures.
- Students in Mark and Raisa's team have been studying earthquakes for the last three weeks. They are getting ready to build structures that can survive an earthquake.
- Team MK's first project of the year is called Storm Chasers. This exciting project exposes students to a wide range of weather related topics. Students began by learning the locations and names of each state, and designing a mini-poster about one state. Each student adopted a U.S. city to observe and record the weather data. As well, MK students became part of a storm chaser team. Each team came up with a name and designed a chase vehicle using the Fireworks program. Students began the first weather lesson on Layers of the Atmosphere, and will soon be learning about air masses, fronts, and much more. Along the way, this project introduces students to many computer applications. The research process is also introduced within several of the lessons. This project will culminate with each student choosing a weather-related topic to research more deeply and design an educational large format poster.
- The A team has started their new project called Into the Woods. They began the project by learning what pollination is, why it's important and what we can do to support local pollinators. The kids enjoyed two guest speakers, where they learned about local biodiversity and native plants and bees. They also took a field trip to

Bald Eagle State Park to tag Monarch butterflies. This week the kids are beginning to research projects on native bees.

Amanda reported on Enrollment:

- We are currently full with 101 students consisting of 25 fifth graders, 25 sixth graders, 27 seventh graders and 24 eighth graders. We lost 1 fifth grader due to Bellefonte transportation issues, but we were able to fill her spot. There are 2 students on the fifth grade waiting list, 16 on the sixth grade waiting list, 5 on the seventh grade waiting list, and 4 on the eighth grade waiting list.

Amanda reported on Events:

- On Monday, September 23, the Attorney General will be coming to do an assembly on bullying/cyber-bullying. They will do one assembly with the 5th/6th graders and one with the 7th/8th graders.
- We will be taking an all-school field trip to Washington DC on Oct. 9th.
- Back-to-school night was last Thursday. We had a very good turnout, and it was very successful. Thank you to all of the Board members who were able to attend.

Business Manager/CEO Report: Kosta went over handout A, 2013-14 July 1-Sept 19 Budget. Not much going on due to being the beginning of the year. He pointed out the revenue tuition column, shows for most school districts.

Phillipsburg – student is not coming, so amt will be zero. The smaller amounts are what is due from last year but they will pay. All is in line with the budget except for the 6K, so far is 13K, he will make budget adjustment to reflect a more realistic amount, probably by 20K. Questions: Siobhan questioned line 648 on software, Kosta budgeted for more software to be purchase throughout the year.

- Insurance – Because of Affordable Care Act, Broker came to Kosta and said we should renew health insurance in December instead of July. Kosta instructed him to go out and shop around for the best deal and he will bring for us to discuss by next month with more info.
- Auditor General – is currently here, being thorough. They gather information from the school and work from home. Kosta is sure they will find things to cite us on, but thinks we are in pretty good shape. They're just looking for compliance and Kosta is helping them to understand Charter School law. Gail questioned when report was due, Kosta said no date was given, and it will be done when it's done. They will send the findings and we will have an opportunity to respond before it is made public. Fines aren't likely involved.
- Lobbyist – Kosta met with a Lobbyist who is working for Wonderland Charter. The goal for them is to gather all the local Charter schools to band together and share the cost of this Lobbyist. Kosta isn't sold on this idea. Wonderland is currently shouldering the cost of \$3500 per month for his services, and ultimately we might possibly be beneficiaries of this
- Financial Committee: No report, they will be meeting next month.
- CLC Parents Group: **Brian will email....** New logo contest, no-fun fundraiser. Ali questioned if we can earmark donations for specific groups, Kosta said anyone can donate to CLC at any time and earmark funds. Brian will send info on to Kathy about the no-fun fundraiser and earmarking funds from it. Rock Band's needs might include private lesson funds, monies collected from their events to help students who can't pay. Ali will try to follow-up, and Gail suggested maybe a private lesson endowment fund?
- Student Council: Siobhan reported they meet every Thursday and recently did a survey on what they wanted to do. They decided on Community work here and Community services in our local community. They worked on Spirit day ideas like dressing up with goofy themes.
- Policies, Employment and Strategic Planning Committee: Gail reported that she, Kim and Kosta met yesterday. Some job descriptions are straightforward, while some need more clarification. Brian projected the information and he is also going to check the By-laws. For the General Trustee: "complimented for exceptional accomplishments" was removed. Discussions were made about the Board's description. Brian will check the By-laws and the wording as to not downplay the teacher-led aspect of CLC. For #2 "cultivate leadership" was added. For #12 the Sunshine Law was added. Treasurer and CEO to meet once per month. The Treasurer's responsibility is to make sure the money we receive is appropriate for the amount of students we have and being spent appropriately for the amount of students. Will have to work on parents to familiarize them with the Board to get them involved with what Dottie does. Should be on Finance Committee's plate to discuss. Vice President – no changes. Secretary – "minutes" changed to "written documentation". No written reports required from committees. Minutes from meetings are to be kept in a binder in the office at the school.

Revised minutes from previous meeting and draft minutes from meeting are to be emailed to Brian for him to put on website. Gail said all descriptions need to be checked with the By-laws.

- Charter Review Committee: No report.
- Training, Recruitment and Elections: Siobhan, Jerre, Morgan and Amanda met last week. They did the Board training already, going to meet once a month except for December and June. They want to focus on recruitment and elections, with the first half recruiting and second half all election stuff. Meeting was good, short, sweet and to the point. Gail asked if we should start thinking about training new Officers. It's on their list of goals for people to shadow current Officers, so if anyone is interested they can always let them know.

OLD BUSINESS

None to report.

NEW BUSINESS

Administrative Review and Compensation: Gail reported on Kosta getting a good evaluation with no raise since this policy wasn't built into the process. We will visit the issue and correct it, back to evaluation policy and choose how we can tie raises with evaluation.

1. Revise evaluation policy.
2. Retroactive his raise (Put on Finance Committee's plate for procedure)
3. Health Savings Accounts? The possibility to have an account set up for those employees who choose to not participate in our health insurance, with the monies normally collected for insurance to be deposited into a HSA.

Kosta has been getting a much lower percentage raise than everyone else. The Finance Committee (Kosta will recuse himself) will work out a formula to give Kosta his raise (probably an average of everyone else's percentage raise) and make it retro-active. Policy should work on the long-term plan for staff raises, evaluations and compensation. Kosta went over the scores on last year's PSSA's.

FUTURE BUSINESS

The average growth index: compares us with other districts. Our school did very well along with other major school districts in our area. CLC had the highest level for rating in math for 5th-8th graders, our IEP is at 26%, which was the highest. We showed significant evidence that our district exceeded the standard for PA academic growth. For reading we met the standards for PA academic growth.

Ron motioned to adjourn and Jerre seconded, meeting was adjourned at 8:33pm.

/cs