

Compass Board of Directors Meeting Minutes (8/19/2019)

Board Members Present: Russ Brown; Chris Whitman; Irene Nissen, Gina Curler, Anthony Burrell

Board Members Excused: Sandra Ruiz was absent

Compass Head of School Present: Jan Harrison

Guests: Suriya Vijayasathy

Gina Curler called the meeting to order at 1714.

Russ Brown read aloud the CCCS mission statement.

Russ Brown moved to approve the consent agenda. Chris Whitman seconded. All approved.

Russ Brown moved to approve the APPROVAL FOR THE ISSUANCE OF DEBIT/CREDIT CARDS TO CERTAIN EMPLOYEES. Gina Curler commented that all approved for Debit/Credit cards need to have a working understanding of the CCCS budget and financial policies. With this understanding, Russ Brown moved to approve the APPROVAL FOR THE ISSUANCE OF DEBIT/CREDIT CARDS TO CERTAIN EMPLOYEES. Chris Whitman seconded. All approved.

The board then moved on to discussion around fundraising with the Parent Action Committee (PAC). Gina Curler plans to attend the next PAC meeting to discuss policies and plans around fundraising that the PAC does.

The board then moved on to CCCS Financials. Anthony Burrell went over the CCCS July 2019 financial document. There was discussion around the overage in what was budgeted for teacher salary and benefits. Jan Harrison explained that the decision was made to add another math teacher to better support the math needs at the school. To balance the increase to the budget in support of this additional teacher, the decision was made to increase enrollment to 182. We budgeted for enrollment of 182, and enrollment is currently at 171, so we are a little under budget as a result.

The Poudre School District is voting on a mill levy override later this month, that if approved, will likely provide funds to help with teacher pay. Russ Brown asked that if approved, that the board communicates to the CCCS parents that the board approves and supports the mill levy override.

The board then discussed options to bring enrollment up to 182. There are a few parents that have recently reached out expressing interest that Jan Harrison will follow up with. Gina Curler will post a targeted ad on Facebook. Additionally, we may schedule a recruitment night at the school. Another idea was to have a bring your friend to school day for a special project day (entrepreneurship challenge day for example). Jan Harrison will bring this idea up with CCCS staff to determine how to make it happen. Another idea is to set up a designated "tour day" each month.

The board then moved on to the evaluation of Compass Head of School, Jan Harrison.

On item 1.f marked red by Jan, the plan will be to have two 360 meetings with upper schoolers and one 360 meeting with middle schoolers. Middle schoolers will not have a community member present as they are still learning how to engage the community, but upper schoolers will have a community member.

On item 1.i marked red by Jan, there were several chronically absent students enrolled last year, that are not re-enrolled this year. Additionally, if there are issues this year, the parents will be educated on district policy about attendance and actions to be taken.

On item 1.g marked red by Jan, Irene Nissen and Jan Harrison will explore options for how to make a digital dashboard.

On item 2.a marked red by Jan, this was an unrealistic goal for last school year, but plan to keep this on track for this school year. Irene Nissen suggested having a digital form that can be submitted immediately.

On item 2.b marked red by Jan, some staff meeting time will be dedicated to discussion of book studies.

On item 2.d marked red by Jan, Jan thinks it is a better use of funds and time if her and Jason attend the Big Picture Leadership Conference this coming year.

On item 3.a marked green by Jan, Irene Nissen suggested to use the culture camp concept as a recruitment tool for a summer camp.

On all P items marked red by Jan, this imbalance was explained as being part of the first year of starting a charter school. Going forward, Jan is confident that there can be more personal balance this school year and beyond.

Jan Harrison was given an Exceeds Expectations by the CCCS board, as measured against the CDE Principal Rubric.

The board then moved on to evaluation of Head of School via the CCCS Strategic Plan. Many of the items in section 1 and 2 of the plan have been accomplished already.

With regard to item 3.13, Irene Nissen suggested using a tool called Topcat Classroom Audio system.

All other items in the plan have been accomplished or have a plan to be accomplished. Jan Harrison was given an Exceeds Expectations by the CCCS board as measured against the Strategic Plan.

Jan Harrison was also given an Exceeds Expectations on Staff Retention and Student Enrollment for the 2018/2019 school year.

On CMAS/MAPs scores, Jan Harrison was scored Not Yet.

For the Culture Survey, a successful survey was captured. A larger sample size will be the goal for the current school year, otherwise Jan Harrison was scored Exceeds Expectations.

The board then moved on to watching the webinar "UIP 101 Fall 2018". Upon watching the webinar, the board reflected on our UIP. Our current UIP meets the requirements and follows best practices.

There being no further business, the board meeting was adjourned at 20:03.