## Campus Community School

## Board of Directors Meeting

## Minutes

## March 23, 2016

 Approved 4/27/16

A regular monthly meeting of the Board of Directors of Campus Community School was held on March 23, 2016.

Members present were Harry Papaleo, Annie Norman, Patti Sandy, and Lisa Weis. Others present were Catherine Balsley, Leroy Travers, Heidi Greene and Carolyn Lyon.

At 5:34 the meeting was called to order.

There was no public comment.

Motion by Annie Norman to approve the minutes. Seconded by Patti Sandy. Approved 4/0.

Presidents Report

The firm of Papaleo, Rosen and Chelf, PA is on schedule for the establishment of the CCS Foundation by April 30, 2016. This foundation will act as the fundraising arm of the school. A name is needed for the foundation. (Some suggestions: Campus Community Educational Foundation, Campus Community Foundation)

Lisa McMasters formally resigned from the board. Current Board membership is 6. Additional Board members are needed.

Mr. Papaleo provided additional information on the Longwood grant. Ther Dupont fo the Longwood foundation requested a meeting with Campus Community School. This meeting was attended by Harry Papaleo, Catherine Balsley, Leroy Travers and Carolyn Lyon. CCS was advised to request additional funds as an organization can’t submit an application for 2 years after award of grant. The Longwood Foundation funds 50% of the requested amount. The Foundation was interested in finding out where we would get the remaining 50%. This money could be in matching funds. CCS will revise the grant to request $400,000. The grant is due 3/25/2016.

Board member Dr. Annie Norman is the recipient of the Hall of Fame Delaware Women: A tribute to Women of Inspiration Award.

Financial Committee Report

Small change in budget due to departure of Cheryl McKee, added $232.

The carryover was decreased for the 2 budget contingent in-service days.

Legal fees were offset due to reimbursement.

Utilization of Bank of New York Reserve for Replacement Funds approved for roof repair. Roof warranty is for 15 years, does not cover holes that need to be sealed. The warrantly only covers seams.

No cost HVAC evaluation to be done by East Coast HVAC to make recommendations

Enrollment analysis: Biggest opportunity in enrollment is still Kindergarten. First and second grades still have opportunities.

Head of School Report

School Leader search update. The committee consisting of Jim, Patti and Catherine metand provided recommendations.

The proposed school calendar for next year was distributed. The calendar includes 4 full days for responsive classroom training at the beginning of the year.

A Wellness Policy was submitted for approval by the board. This policy is a requirement to receive Federal Funding. A motion was made by Harry Papaleo to approve the wellness policy, this was seconded by Annie Norman, Approved 4/0.

Facilities – Health Department sampled water from different areas of the building. Results should be available after break. It was recommended that is checked annually.

Student lead conferences Mar 23-24, 2016.

The 21St Century Grant to be submitted March 24th.

Eighth grade graduation tentatively set for May 26th.

Next Board of Directors Meeting April 27th at 5:30 pm.

Patti Sandy made a motion to go into executive session at 6:21 to discuss personnel matters. This was seconded by Annie Norman. Approved 4/0.

The Board came out of executive session at approximately 7:00. A motion was made to offer the Interim Head of School to Leroy Travers based on the recommendation of the search committee. In addition, a development plan to support the new position is to be put together by Leroy Travers and the committee and other resources as required. This plan is to be presented at the next Board meeting. This motion was made by Harry Papaleo, seconded by Annie Norman, approved 4/0.

A motion was made by Patti Sandy to adjourn. This was seconded by Annie Norman. Approved 4/0. The meeting was adjourned.