

Campus Community School
Board of Directors Meeting Minutes
March 25, 2019
CCS Library at 5:30 pm

A regular monthly meeting for the month of March of the Board of Directors of Campus Community School was held on March 25, 2019 in the CCS Library.

PARTICIPANTS:

CCS Board of Directors:

	Present	Absent
Harry Papaleo	X	
Lindsey Fitzgerald	X	
Lisa Weis		X
Patti Sandy	X	
Sarah Zimmerman	X	
Annie Norman	X	
Sylvia Lopez	X	

CCC Staff:

	Present	Absent
Heidi Greene	X	
Carolin Lyon	X	

I. Roll Call to Establish a Quorum

At 5:32 pm the meeting was called to order by Harry Papaleo. A quorum was established with six members present.

II. Pledge of Allegiance & Moment of Silence

Led by Harry Papaleo.

III. Approval of Agenda

Motion to approve the agenda was made by Sarah Zimmerman and seconded by Lindsey Fitzgerald.

Approved 6/0

IV. Public Comment

None

V. Approval of Minutes of Last Meeting

Motion to approve the February 2019 minutes was made by Sarah Zimmerman and seconded by Annie Norman.

Approved 5/0 Abstained- Harry Papaleo

VI. President's Report

Heidi Greene has reached out to people who have been recommended to be board members. Before the April meeting, we should meet with Laura Axtell, who is interested in becoming a board member. We would like to have new board members in place by the May 9th board training.

VII. Financial Report by Carolin Lyon

Finance:

There were some adjustments to revenue. For expenses, changes were made to Personnel (Head of School, Curriculum, Spanish) resulting in a decrease of \$147,680.00.

There was an increase in Contracted Services of \$132,595.00 (Spec. Ed. Contractor, Speech Services and substitutes from agency) and Institutional Equipment was up \$6,500.00.

Added to carryover for next year is \$67,361.00.

Enrollment:

A column has been added for students preregistered in e school.

We are offering positions for more spots than are available.

We will need to look at students retained at the end of the year.

We will get info. from commitment letters within two weeks.

It is suggested that we advertise in the Dover Post at least monthly, and get word out by being in the Dover Days parade, choir at public events, etc.

Satisfied parents give us the best recommendations.

A motion was made by Sylvia Lopez and seconded by Sylvia Lopez to amend the agenda to move voting items to before Head of School report.

Approved 6/0

VIII. Voting Items

A motion was made by Patti Sandy and seconded by Sarah Zimmerman to approve the school calendar as presented.

Approved 6/0

A motion was made by Patti Sandy and seconded by Lindsey Fitzgerald to accept the Campus Community School Parental Leave Policy as presented.

Approved 6/0.

Sarah Zimmerman exited the meeting at 6:18 pm.

IX. Head of School Executive Report by Heidi Greene

Status of School:

Carolin and Heidi have met about personnel.

The curriculum position has been posted and interviews will be on March 26th.

All positions that are currently known have been posted, such as Speech and Spanish.

There is a potential of seven new positions.

The worth of the afterschool program was discussed. Two teachers co-share responsibility of overseeing program. There have been struggles with money and personnel. An average of 25-36 students per day use ACES (9.5% of enrollment). It is mostly the same students every day. There are 107 students enrolled. Students who had balances of \$200.00 or more were given letters to pay balance or don't attend. We have a lot of outstanding bills, and at times it has felt like we are a "collection agency." It costs \$100-125.00/day to run program. There have been staffing issues, which takes a lot of time for Carolin to deal with them on top of her other duties. Carolin explained that there is a state program for purchase of care that can help pay for licensed daycare. We could help parents find resources. Capital School District does not currently offer after school care. Harry Papaleo has asked for Carolin to present more information at the next meeting to discuss it further and make a decision for the next school year.

Sylvia Lopez exited the meeting at 6:35 pm.

X. Information Items

April 27- Run for Ben 5K Run/Walk

April 29- next board meeting

May 9- mandatory board training with Paul Stock 4:30- 8 pm at Del One

May 28- Board Mtg.

June 3 or4- 8th grade graduation at 6:30 pm (Date TBD)

June 5- last day of school

XII. Adjournment

A motion to adjourn the meeting was made at 6:40pm by Annie Norman and seconded by Lindsey Fitzgerald.

Approved 3/0

Minutes recorded by Patti Sandy