



CCSA BOARD MINUTES

September 10, 2015

6:00 pm – 8:00 pm

Classical School, Room 122

1. **Call to Order:** Mrs. Tretinyak called the September 10, 2015, meeting of the Classical Charter School Association (CCSA) Board to order.
2. **Roll Call:** Kiran Chawla, Kathy Diedrich, Melissa DeVantier, Nancy Fischer, Sarah Roe, Anne Tretinyak, and Joanne Bielmeier
3. **Guest Attendee(s):** Jeff Denu (invited as a potential CCSA Board member)
4. **Classical School Mission:** Mrs. Tretinyak reminded those in attendance of the mission of Classical School: *Building a just and excellent educational foundation.*
5. **Approval of Minutes of July 29, 2015, CCSA Board Meeting:** Mrs. DeVantier motioned to approve the minutes. Mrs. Roe seconded the motion, and it was unanimously approved.
6. **Approval of Meeting Agenda of September 10, 2015, CCSA Board Meeting:** Mrs. DeVantier motioned to approve the agenda. Mrs. Roe seconded the motion, and it was unanimously approved.
7. **Approval of following Consent Agenda items (items previously approved by email consensus of CCSA Board members due to timing of required decisions):** Mrs. DeVantier motioned to approve the consent agenda items. Mrs. Roe seconded the motion, and it was unanimously approved.
 - Postponement of start of Latin instruction at Classical School in grades K – 3 until a curriculum committee can be formed to recommend an implementation plan
 - Music curriculum proposal from Jaclyn Kottman, choir instructor, to teach the American Music Theatre unit simultaneously on a bi-annual rotation to grades 7 and 8 to accommodate further depth of study and enable a capstone presentation
 - Pre-purchase Horizons reading workbooks for kindergarten and 1st grade for next two years to allow time to prepare for materials change to Reading Mastery program at those grade levels
 - Second grade fieldtrip to attend *Walk On: The Story of Rosa Parks* on February 11, 2015, at the Weidner Center in Green Bay
8. **Committee Reports/Discussion:**
 - **Governance**
 - **Strategic Planning Process and Agenda**
 - Strategic Planning will be held Saturday, October 3, 2015, at McCarty Law Offices.
 - Mrs. Tretinyak provided a draft outline of board committee/subcommittee structure and requested feedback by email prior to Strategic Planning.
 - Mrs. Tretinyak will develop the agenda for Strategic Planning.
 - Mrs. Bielmeier and Mrs. Roe will attend the staff meeting on October 1, 2015, from 3 – 4 pm. Mrs. Tretinyak will attend if possible.
 - **Board Member Recruitment**
 - Mr. Jeff Denu's nomination for candidacy is in process.
 - Mr. Tim Broeckert's nomination for candidacy is in process
 - Current CCSA Board members should review volunteer survey results sent by Mrs. Diedrich for those who expressed interest in board service. May consider requiring service on a subcommittee prior to extending invitations to apply to join the board.
 - **Curriculum**
 - **Middle School Fieldtrip Proposal**
 - Mrs. Diedrich reviewed proposed sites for fieldtrips provided by middle school teachers. Proposed sites include the Wisconsin Maritime Museum in Manitowoc, the EAA Museum in Oshkosh, and the Museum of Science and Industry in Chicago. These sites would replace fieldtrips to the state capitol in Madison and The Art Institute in Chicago. The rationale for the change in fieldtrips is primarily the long travel time required and correlation to curriculum. In the case of any fieldtrip to Chicago, an early departure and later return time would be requested.

- The board is supportive of the proposed venues and requested a formal fieldtrip request be submitted. Mrs. Diedrich will follow-up with Mrs. VanRyzin.
- **Communications – Mrs. Bielmeier**
 - **Google Sites and Google Classroom Utilization**
 - AASD does not currently have standards/guidelines for use of Google sites or classrooms. If Classical School wishes to define parameters for the use of these tools, a committee will need to be formed.
 - Dean Fischer will send an email to staff to get a baseline of which teachers are using Google sites and Google classrooms and ensure staff has communicated the use of these tools to parents.
 - **Preparation and distribution of CCSA Board meeting agendas and minutes**
 - Mrs. Bielmeier will email approved CCSA Board minutes to Dean Fischer for email distribution to staff members following each board meeting. Dean Fischer will also forward CCSA Board meeting agendas to staff prior to each board meeting.
- **Finance – Mrs. Chawla**
 - **CCSA Finance Report:**
 - CCSA Account Balance is \$2985.67.
 - Mrs. DeVantier motioned to replace the annual financial report with the monthly reports provided at each CCSA Board meeting. Mrs. Roe seconded the motion, and it was unanimously approved.

9. **Dean Report – Dean Fischer**

- **Staffing Update:**
 - Spanish: Anna Cihlar accepted the .4 position, while Norma Meidl accepted the .2 position; 8th grade Logic: Lauren Weinstein accepted the .2 position; Science: Hans Nelson accepted the .2 science position (the science fair will not be held in the same form as previous years); Math: Chris VanRyzin accepted the .2 math position; Rob Cote and Keri Lenz will both be full time paraprofessional this year; ELL teacher interviews are ongoing. Classical School will share a .5 ELL teacher with Appleton Public Montessori.
- **MAP Testing:**
 - Fall MAP testing window opens Sept. 22, 2015.
 - Dean Fischer proposed MAP testing 3 times per year for reading and math, with the exception of grades K - 2 which would use PALS for reading, to tie to Teacher Effectiveness/SLO goals. This testing data is needed to prove attainment of goals.
 - Mrs. DeVantier moved to administer math MAP testing 3 times per academic year in grades 1 – 8 and reading MAP testing 3 times per academic year in grades 3 – 8. Mrs. Roe seconded the motion, and it was unanimously approved.
 - Creating of a summer reading program was noted as a potential idea to save instructional time lost due to increased testing.

10. **Program Support Reports**

- **Mrs. Bielmeier:**
 - Enrollment update: Grades K – 6 are full with waiting lists. While there are 4 new 7th grade students and 2 new 8th grade students, additional openings exist in 7th & 8th grade.
 - A mini charter fair will be held October 22, 2015, at the Child Early Learning Center. Dean Fischer, Mrs. Diedrich, and Mrs. Roe will attend.
 - The annual AASD charter fair will be held November 7, 2015, at City Center. Mrs. Bielmeier and Mrs. Tretinyak will attend.
- **Mrs. Diedrich:**
 - The volunteer survey yielded names of parents interested in participating in board service. Mrs. Diedrich forwarded information to current CCSA Board members.

11. **Public Comment:** Mr. Jeff Denu commented that he was happy for the opportunity to attend, observe, and gain an understanding of CCSA Board responsibilities.

12. **Motion to Adjourn:** Mrs. DeVantier moved to adjourn the meeting. Mrs. Roe seconded the motion, and it was unanimously approved.

Upcoming Meetings:

CCSA Monthly Board Meetings: 2nd Thursday, September – May, 6 – 8 pm

Strategic Planning: Saturday, October 3, 2015