

Strategic Plan Proposal 2015-2016

Assumes Board membership includes- **President, Vice President, Secretary, Treasurer, Board member #1, Board member #2, Board member #3, Dean, Program Support Specialist, Enrollment Specialist**

Governance Committee

Members- **3 CCSA Board members, Dean**

Responsibilities-

- a. Recruitment/onboarding of new members
- b. Charter Contract renewal and defense
- c. Maintenance of Board materials as needed including recruitment materials, Board binders, By-laws
- d. Establishment of Board description to be made available to stakeholders, including board responsibilities, bios, and communication policies
- e. Collection and dissemination of information that pertains to relevant state law, and advocacy at the local and state level as necessary to defend the Charter Contract or maintain funding for our program
- f. Development of facility improvement plan
- g. Management of expansion efforts

CCSA Board Strategic Retreat 2015

Location: McCarty Law LLP
2401 E. Enterprise Ave.
Appleton, WI 54913
9:00 a.m. -3:00 p.m.

Agenda

9:00-9:10: Consent Agenda

- Tim Broeckert's appointment to the Board
- Middle school field trip approval to the Maritime Museum and the PAC for the Harlem Renaissance program
- Mrs. VanRyzin's literary club
- Approval of September meeting minutes

9:10-10:10: Governance Committee responsibilities/members / 2015-2016 priorities:

10:10-10:40: Expansion will/will not be a priority for 2015-2016. Responsibilities for this committee will include:

CCSA Board

Responsibilities:

- a. Monitor overall curriculum
- b. Develop strategic plan
- c. Communicate strategic plan and provide updates to staff and families
- d. Consider/vote on Board Committee proposals
- e. Evaluate Dean per Charter Contract
- f. Seek feedback on Board performance by stakeholders
- g. Track board budget and finances
- h. Attend staff meetings and school events

Proposal:

- CCSA Board meetings and Committee meetings alternate every other month (expectation- 1 meeting per month)
- Summer stakeholder listening session(s)
- Summer strategic planning retreat
- Board development opportunity

Communication

- a. Communication via email among members/ Open Meeting Laws
- b. Online space to conduct Board business
- c. Communication expectations between Board and Committees
 - Majority vote at Board meeting
 - Presentation of proposal by Committee Chair
 - Opportunity for stakeholder feedback
- d. Direct communication between Board and stakeholders (including staff)
- e. Administrative communication responsibilities:
 - Prepare and update family and staff handbooks and communicate any updates to Board
 - Address/communicate state testing mandates
 - Website updates
 - Maintain updated staff email listserv with Board

1:00-1:30: CCSA Board responsibilities/ 2015-2016 priorities (other than those mentioned at committee level):

1:30-2:00: Finance Report

2:00-2:15: Election of officers:

2:15-3:00: Communication discussion: