



**Classical Charter School Association**

3310 N. Durkee St.; Appleton, WI 54911

Phone: (920) 997-1388; Fax: (920) 997-1390

www.classicalcharter.com

## **CCSA GOVERNANCE COMMITTEE MINUTES**

**October 26, 2015  
12:00 pm – 1:30 pm  
McCarty Law LLP**

1. **Call to Order:** Mrs. DeVantier called the October 26, 2015, meeting of the Classical Charter School Association (CCSA) Board' Governance Committee to order.
2. **Roll Call:** Tim Broeckert, Kiran Chawla, Melissa DeVantier, Nancy Fischer, and Anne Tretinyak were present.
3. **Guest Attendee(s):** None
4. **Committee Discussion Items:**
  - **Process of recruiting/onboarding new CCSA Board members**
    - Mrs. Chawla provided an overview of past practices related to recruitment and onboarding of new Board members. Going forward, the process will be defined as follows:
      - Invite interested parties to attend Board/Committee meetings. Indicate at meetings that those who are interested in learning more about service on the Board should pick up some introductory information, which will be available at the meetings, and will be finalized by the Governance Committee prior to distribution. This material will include information regarding the school's mission and philosophy, along with several questions (to be prepared by Mrs. Fischer) that would be discussed in a first interview with the candidate. This material will also disclose the need to include a candidate's name and candidacy in Board meeting minutes in the event that an interview is conducted.
      - If the interested party requests an interview, this will be scheduled with Mrs. Fischer and one or more members of the Governance Committee. At that time, the person will be considered a candidate and his/her name will be specifically mentioned as such in meeting minutes. The interview will be used to explore the candidate's understanding of the school's mission and philosophy, and to answer any questions from the candidate. An application may be provided to the candidate following this discussion.
      - Upon receipt of the candidate's application, the Committee will determine whether a second meeting is needed, or whether the candidacy is ready to be brought to the Board for a vote.
  - **Status of charter contract template and Council of Charters meeting**
    - Mrs. Fischer explained that AASD is working on an update to its contract template, so we will not begin formal negotiations until that process is complete. Mr. Broeckert and Mrs. Tretinyak offered an explanation of legislative Act 55 as it relates to charter schools, and discussion was had regarding its impact on our school. Mrs. Tretinyak will explain Act 55 to the staff at the November staff meeting, and will work with Mrs. Fischer to contact other charter schools for further discussion. One item to be addressed in future discussion with AASD is our facilities. Mr. Broeckert will chair a Facilities Subcommittee and request parent and community involvement in determining how to improve our facilities to ensure comparability with AASD neighborhood schools.
  - **Board materials and organizational documents**
    - Mrs. DeVantier will work on a draft of the Restated CCSA Bylaws for Committee review. Mrs. DeVantier will review and offer revisions to the current Board description in the Board binder, which will be made available to those interested in serving on the Board.

5. **Future meeting**

- Governance Committee will meet Monday, November 30, 2015, 12:00 pm – 1:30 pm at McCarty Law.
- Agenda will include discussion of facilities overview, meeting with Greg Hartjes, communication with other charters re Act 55, explanation of strategic plan and Act 55 by Mrs. Tretinyak, and other items to be determined.

12. **Public Comment:** None

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