



## Classical Charter School Association

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# CCSA BOARD MINUTES

## November 12, 2015 6:00 pm – 8:00 pm Classical School, Room 122

1. **Call to Order:** Mrs. Tretinyak called the November 12, 2015, meeting of the Classical Charter School Association (CCSA) Board to order.
2. **Roll Call:** Tim Broeckert, Kiran Chawla, Kathy Diedrich, Melissa DeVantier, Nancy Fischer, Sarah Roe, Anne Tretinyak, and Joanne Bielmeier.
3. **Guest Attendee(s):** None
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 October 8, 2015, CCSA Board Meeting:** Mr. Broeckert moved to approve the minutes of the October 8, 2015, CCSA Board Meeting with the change to the title to minutes of the board meeting from agenda of the board meeting. Mrs. DeVantier seconded the motion, and it was unanimously approved.
6. **Approval of Meeting Agenda:** Mrs. DeVantier moved to approve the agenda of the November 12, 2015, CCSA Board meeting. Mr. Broeckert seconded the motion, and it was unanimously approved.
7. **Board Committee Reports & Discussion Items:**
  - **Governance:**
    - Mrs. DeVantier will document the CCSA Board recruiting/onboarding process discussed at the October 26, 2015, Governance Committee meeting for review at a future CCSA Board Meeting.
    - Mrs. Tretinyak and Mr. Broeckert shared information regarding Act 55 at the November Classical staff meeting.
    - Dean Fischer is speaking with Ben Vogel this week and will advise the board if changes will be made to the charter template to account for Act 55.
    - Mrs. DeVantier is taking on an effort to standardize board materials and organizational documents.
    - Mrs. Tretinyak and Dean Fischer will be following up with Greg Hartjes, Principal at Appleton West High School, regarding his invite to discuss the expansion effort.
    - Mr. Broeckert is chairing a Facilities Subcommittee to determine how to improve Classical facilities to ensure comparability with neighborhood AASD schools. Mr. Broeckert toured the school with Mr. Schweitzer to get an initial idea of deficiencies and will prepare to present follow-up information at the next CCSA Board meeting.
  - **Educational Program:**
    - **Writing:**
      - The first meeting of the committee was well attended, and the consensus is that writing program could be better defined for more connectivity and consistency.
      - The committee will undertake a process to compare Classical's current programs with other programs, including those from Memoria Press and Classical Academic Press.
      - Kathy Diedrich will advise Mrs. Tretinyak regarding setting a date for the next committee meeting.
    - **World Language:**
      - The committee met for the first time on November 2, 2015, and determined the committee's objective is to review the current Spanish curriculum and

discuss the Latin implementation to provide the CCSA board with a comprehensive language proposal.

- Regarding Spanish, creating balance between the believed grammar focus of our current program and conversational skills is a topic of ongoing discussion for the committee.
- Regarding Latin, a philosophy document is desired to set the objectives of the program.

- **External Affairs:**

- Recent AASD Charter School Fairs were well attended. It was suggested to consider student representation (paired with an adult) at future fairs. Adding language/interpretation volunteer opportunities to volunteer survey was also noted, as having a parent able to interpret Spanish at the first charter fair was very helpful.
- An invitation for the annual staff/board event was emailed. Mrs. Roe will follow-up with a paper invitation.
- An email was sent to volunteer survey respondents thanking them for offering their time and letting them know someone will be in touch as needs arise.
- Committee work going forward will be to increase understanding of our program among current Classical families.

- **Approval Process and Approval of Minutes of Committee Meetings:**

- Committee members will approve minutes at the next meeting of that committee.
- A member of each committee will take minutes at each committee meeting and provide a preliminary summary to the CCSA Board secretary by email prior to or shortly after the next CCSA Board meeting.

- **Future Committee Meeting Dates:**

- Governance: Considering November, 30, 2015, at Noon at McCarty Law Offices
- Writing – Mrs. Diedrich will advise Mrs. Tretinyak regarding setting the next meeting.
- Language – Considering November 24 or December 8, 2015, after school
- External Affairs – January 11, 2015, at Noon

8. **CCSA Board Treasurer Report:** Balance of CCSA account is \$2985.67.

9. **Dean Report – Dean Fischer:**

- Dean Fischer will provide the CCSA Board with a proposal for use of funds generated by Knowledge-a-thon (KAT). The proposal will be based in part on staff needs/wants responses due to her in January. Mrs. Tretinyak suggested considering staff development as a funding need.

10. **Program Support Reports:**

- **Mrs. Diedrich**

- **New Club Request: Project 7 Bible Club**

- Not a school club; will be treated similarly to Girl Scouts, etc.
- The club will have access to use facilities via the AASD Board of Education Public Access Policy # 371.1

- **Communications Survey**

- Mrs. Diedrich reviewed the results of the survey sent home to all families.
  - 78% read the *Classical Columns* monthly
  - 14% would read the *Classical Columns* more often if it were provided on paper. Mrs. Diedrich will send a reminder that copies are available outside the school office.
  - 98% review the Pegasus Flyers each week
  - 90% read classroom newsletters each month
  - 31% access the website frequently; 69% rarely or never access it
    - Mrs. Bielmeier reminded those in attendance to be sure to include links to CCSA Board minutes, etc. in the *Classical Columns* and elsewhere to drive people to the website for information.

- **Mrs. Bielmeier**

- **Enrollment Update:**

- Online application is functioning well, with over 30 applications received in the first week.

- Mrs. Bielmeier will verify open enrollment for high schools for Classical School students (i.e., does open enrollment status rollover from Elementary/Middle School to High School).
- Enrollment ads will be placed in the Post Crescent Bargain Bulletin and on Go Valley Kids. Applications and information will be made available at local libraries and Boys & Girls Clubs. A brochure will be mailed to families with students participating in an AASD 4K program. Brochures may also be dropped at other preschool sites. Informational sessions will be held in December and January.
- **High School Selection & Scheduling kickoff this month.** A counselor from each AASD high school will visit Classical, and Jean Herron will host a course scheduling Q&A session for 8<sup>th</sup> graders and their parents.

11. **Public Comment:** None

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