



Classical Charter School Association

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GOVERNANCE BOARD MINUTES

December 7, 2015

12:00 pm – 1:30 pm

McCarty Law LLP, 2401 E Enterprise Ave

1. **Call to Order:** Mrs. Devantier called the December 7, 2015, meeting of the Classical Charter School Governance Committee to order.
2. **Roll Call:** Tim Broeckert, Kiran Chawla, Melissa DeVantier, Nancy Fischer, and Anne Tretinyak.
3. **Guest Attendee(s):** None
4. **Approval of Minutes of October 26, 2015, Governance Committee Meeting:** Mrs. Tretinyak moved to approve the minutes of the October 26, 2015, CCSA Governance Committee Meeting. Mr. Broeckert seconded the motion, and it was unanimously approved.
5. **Governance Committee Reports & Discussion Items:**
 - **Recruiting/Onboarding of new CCSA Board Members**
 - Mrs. DeVantier requested a copy of the mission and philosophy statement document. Dean Fischer will provide a copy of this document.
 - A group discussion of a few potential board candidates was had. Candidates will be reached out to and suggested to attend a future meeting as a next step.
 - The following documents were identified for distributing to potential candidates: The mission, curriculum, and philosophy statement, CCSA Board of Directors Responsibilities and Duties, Classical School Family Handbook, current Strategic Plan. Candidates will also be directed to the school website for additional information and encouraged to read E.D. Hirsch's *The Schools We Need and Why We Need Them*.
 - Dean Fischer provided a set of potential board candidate interview questions for discussion.
 - **Charter Contract**
 - Dean Fischer reported that Ben Vogel has given the go ahead to begin working on a new version of our charter school contract. The next governance meeting will review a full overview of the existing contract and discussion around revisions.
 - **Facilities Review**
 - Mr. Broeckert provided documentation of Classical School building deficiencies for discussion.
 - Dean Fischer to setup a meeting to discuss these issues with appropriate AASD representatives.
 - **Greg Hartjes Meeting**
 - Mrs. Tretinyak provided an update on Mr. Hartjes' views on AASD's charter school philosophy as well as some AASD neighborhood school enrollment issues.
 - **Communications with other AASD Charter Schools**
 - Dean Fischer to setup a meeting with APM steering committee.
 - **Board Materials Update**
 - Mrs. Tretinyak proposed adding the Staff and Family Handbooks, and the current Strategic Plan to the Board Binders. Dean Fischer raised that there is some sensitive content of the Staff Handbooks and it was agreed that the board binders should be considered confidential and for board members only.
 - Mrs. Tretinyak will put together a CCSA contracts binder which contains the current and all historical contracts.

- The Staff Handbook should be updated to include the chain of communication for staff to work through. This would start with the Dean and escalate to the CCSA Board for curriculum issues and Ben Vogel for all other matters.
- Mrs. DeVantier brought attention to some potential updates for board materials. Updates will be drafted for review at the next committee meeting.
- **Future Committee Meeting Dates:**
 - The next Governance Committee Meeting will be on Tuesday, January 19th 2016 at 12:00pm at McCarty Law Offices

6. **Public Comment:** None

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