



**Classical Charter School
Association**

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CCSA BOARD MEETING MINUTES

February 7, 2017
6:30 pm – 8:30 pm
Classical School, Room 124

1. **Call to Order:** Mrs. DeVantier called the February 7, 2017, meeting of the Classical Charter School Association (CCSA) Board to order.
2. **Roll Call:** Tom Bomann, Tim Broeckert, Peter Chen, Melissa DeVantier, Kathy Diedrich, Sarah Roe (by phone), Anne Tretinyak (following agenda item number six), and Joanne Bielmeier.
3. **Guest Attendee(s) for purpose of agenda items:** None
4. **Classical School Mission:** Mrs. DeVantier reminded those in attendance of the mission of Classical School: *Building a just and excellent educational foundation*
5. **Approval of Meeting Agenda:** Mr. Broeckert moved to approve the agenda of the February 7, 2017, CCSA Board meeting. Mr. Chen seconded the motion, and it was unanimously approved.
6. **Consent Agenda Items:** Mr. Broeckert moved to approve the following consent agenda items as unanimously agreed to by email prior to the meeting. Mr. Chen seconded the motion, and it was unanimously approved.
 - Approval of Minutes of January 12, 2017, CCSA Board Meeting
 - Kindergarten Field Trip to Grand Opera House for Winnie the Pooh performance
7. **Board Committee Reports & Discussion Items:**
 - **Governance Committee – Mrs. DeVantier**
 - **Principal job posting/Interview panel update**
 - The position was posted on WECAN and Indeed on February 6, 2017.
 - The first round interview panel will consist of: the following representatives Jill Delfosse, parent; Bridgette Osorio, grades K-2; Ellen Holcomb, grades 3-6; Chris VanRyzin, grades 7-8; Kathy Diedrich, administrative team, Eli Grover, music/PE/art; Elizabeth Pellingier, student services; Mr. Broeckert, Mr. Chen, and Mrs. Roe, CCSA Board
 - Mr. Broeckert will facilitate the first round interview process.
 - **Technology Use Guideline**
 - The guideline as developed by the Governance Committee was reviewed.
 - Mrs. DeVantier moved to approve the guideline. Mr. Broeckert seconded the motion, and it was unanimously approved.
 - Mr. Bomann will email the guideline, which will become part of the joint family/staff handbook, to all staff members. The guideline is effective immediately.
 - **Professional Development and Reimbursement Guideline**
 - The guideline as developed by the Governance Committee was reviewed. The title of the document will be “Professional Development

- Mrs. Bagwell will provide the Board with links to videos at various price points and a rubric for evaluating options in order to set a budget.
 - Per Mr. Broeckert, Blue Sky funds may be used to cover video production costs.
 - Mrs. Bagwell is also working with Mrs. Bielmeier and Mr. Bomann to begin recording a series of curriculum videos.
 - The committee identified 5 possible videos: Reading (Direct Instruction and Novels), Saxon Math, Core Knowledge, World Language, and Shurley Grammar
- Fundraising/Grant Writing – Mr. Broeckert/Mrs. Roe
 - Mr. Broeckert reported that there has been no activity this month.
- Student Wellness Committee - Mrs. VanRyzin
 - Mrs. DeVantier will be joining the committee.
 - The committee is currently seeking speaker to appear prior to the end of the school year.
- 5th Grade Reading Proposal - *Little Women* Unabridged to Abridged - Mr. Bomann
 - Mr. Bomann reviewed the proposal, which was brought forward as the current books are in need of replacement due to poor physical condition.
 - The proposed replacement book is published by the Core Knowledge (CK) Foundation and includes Part 1 of the book, which is the only part required by the CK sequence. The proposed book also includes other resources (questions in margins, etc.) which may be useful.
 - The Board noted the following concerns and did not approve the proposal. Mr. Bomann will communicate with staff members.
 - Resources in margins could be distracting; however both 5th grade teachers should have copies of the CK version to facilitate classroom discussion. That version could also be used for RTI.
 - Language in the unabridged version is more challenging and gives a sense of the time in history. The grade-level reading group will have more time to cover literature next year if helpful.
 - *Little Women*, in its unabridged form, is attainable by 5th graders and fits with progression to the challenging literature in 6th grade.
 - The unabridged format includes both Part 1 and 2. Some students may want to read beyond Part 1.
 - The EPC may take up the proposal again if more information pertinent to the decision is provided.
 - Teachers in 5th grade are encouraged to look for ways to protect the unabridged book selected.

8. Treasurer Report – Mr. Broeckert

- The current balance of the CCSA account is \$2723.54.
- Classical School was not awarded one of the six matching endowments from the Appleton Education Foundation (AEF).
- Mr. Broeckert will contact the AEF regarding the process to apply for grants or otherwise propose needs for funds.

9. Principal's Report - Mr. Bomann

- There are currently 477 students.

- Logic booklets for 7th grade cost \$8.63 and will be charged to parents as part of the workbook fees.
- 50% of the site budget has been used, which is on track for the year.
- Staff development will be Friday, February 17. Mrs. Tretinyak will present the strategic plan and summer math packets and classical teaching practices will be reviewed. A library resources/media specialist is also presenting.
- Mrs. Foley is in place as the Curriculum Support Specialist (CSS). She will attend the administrative team meeting the last Friday of each month.
- AASD is piloting the permit substitute teacher program in elementary schools to help alleviate situations where openings go unfilled. The opportunity is open to anyone with a 4-year degree.
 - Mr. Bomann will screen any potential substitutes. These permit substitutes would be specific to filling openings at Classical School.
 - Licensed substitutes get first choice of openings; remaining openings are available to permit substitutes.
- Mrs. Tretinyak commented that transition with Mr. Bomann and the other members of the administrative team has been smooth.

10. Program Support Reports:

- Mrs. Diedrich
 - One of the three pacing checks from teachers is due the end of February to review progress on the curriculum.
 - Yearbook production is underway, with club and sports photos next week.
 - Parent/teacher conferences are coming up in March, and testing is coming up in April/May.
 - Mrs. Diedrich has been conducting many tours for prospective families.
- Mrs. Bielmeier
 - Attended the Go Valley Kids Expo on January 29, with Mr. Bomann. They were able to speak with families of mainly preschool students and include fliers in 1000 bags provided to attendees.
 - There are approximately 267 lottery applications as of February 3. Approximately 138 of those applications are for kindergarten.
 - The lottery is planned for February 24.

11. Public Comment: None

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