



**Classical Charter  
School Association**

3310 N. Durkee St.; Appleton, WI 54911  
Phone: (920) 997-1388; Fax: (920) 997-1390  
www.classicalcharter.com

## CCSA BOARD MEETING MINUTES

**August 20th, 2020**

**6:30 pm – 8:30 pm**

**Zoom video conference only in accordance with social distancing best practices**

**Meeting ID: 143 772 849 Password: 300774 Ph: 312-626-6799**

**1. Call to Order** - Mr Dugal called the August 20th, 2020 meeting of the Classical Charter School Association (CCSA) Board to order.

**2. Roll Call** - Raj Dugal, Terri Meisel, Tom Bomann, Arnold Shober, Chris VanRyzin, Sarah Roe, Chad Cotti, and Rolando Sanchez

**3. Welcome Guest Attendee(s)** - 53 guests were welcomed to the virtual meeting. Teachers included: Ms. Pelling, Ms. Crownhart, Ms. Foley, Ms. Dueterhaus, Ms. Campshure, Ms. Elms, Ms. Osorio, Ms. Cihlar, and Ms. Shinnars.

**4. Classical School Mission:** *Building a just and excellent educational foundation*

**5. Public Comment** - none

### **6. Items for Approval**

- **Meeting Agenda** - The meeting agenda was motioned for approval by Ms. Vanryzin, seconded by Ms. Roe, and all board members were in favor.
- **Meeting Minutes (8/13)** - Ms. Roe motioned to approve the 8/13 meeting minutes, Ms. Vanryzin seconded the motion, and all board members were in favor.

### **7. Administration & staff updates**

- **Administrator Updates**
  - Mr. Bomann shared that it has been a busy week with the staff team.
    - Ms. Vanderheiden 4th grade took a different position within AASD, Mr. Lind transitioned to 4th grade position, leaving a vacancy in 6th grade. This vacancy was filled by Ms. Kate Phillips.
    - interviewing occurred for the assistant secretary position (6 interviews this week ) - Ms. Chelsey Burke was selected for the role.
    - ½ paraprofessional will be posted
  - Mr. Bomann shared that the family pick up day will occur on Thursday - alternative times as needed if unable to attend during assigned times.
  - Class lists - The teachers are still working through class lists but family preference for am/pm options have been honored, more details will be shared with families shortly.
- **Virtual plan updates from administration & staff**
  - **Kindergarten**
    - Virtual Learning Plan shared - see detailed form in meeting google folder
      - reading / math daily synchronous, short video pre-recorded
      - other subjects 3x / week
      - live and recorded options for families

- para utilization - paras might need to help with special education, etc so may not be available as much as historically
- **Grades 1-4**
  - Virtual Learning Plan shared - see detailed form in meeting google folder
    - reading / math 4x per week synchronous, short video pre-recorded
    - history / science - asynchronous - alternate every other day (starting after week 1 or 2)
    - handwriting - asynchronous - Wednesdays
    - language arts - reassess implementation of curriculum
    - grammar - reassess implementation of grammar concepts (non-sentence classification)
    - spelling - not pursuing virtually but may reassess
    - Wednesdays will be focused on specials
    - first week will be an opportunity for all teachers to meet individually with student/family
    - attendance taken during live sessions
    - assignment notebooks - managed during math and reading time
- **Grades 5**
  - Virtual Learning Plan shared - see detailed form in meeting google folder
    - live math/reading daily and history/science on rotating basis - synchronous
    - leverage modules within Canvas to unlock instruction
      - writing - asynchronous, 1-2x / week
      - other - asynchronous - sayings/roots/states and capitals)
      - grammar and spelling - reassess if pursued virtually
    - tests - consider requirements for working parents to participate and alternative options
    - leverage videos as needed but majority will be live streamed, some will be embedded into modules, will need to reassess for students unable to participate live
- **Grade 6**
  - Virtual Learning Plan shared - see detailed form in meeting google folder
    - trying to blend 5th and middle school plans
    - send home math, reading, history, and science books
    - modules will be the main bulk of work for history and science but leveraging text books
    - synchronous instruction broken up into 30 minute blocks
    - spelling words will be available for students
    - office hours and work time will have sign up options from 1230-230pm daily
- **Grades 7-8**
  - Virtual Learning Plan shared - see detailed form in meeting google folder
    - live sessions for math/history/science/spanish/ELA/logic and comp/fine arts
    - afternoons would be mix of live and canvas (PE/Music)
    - 100-300pm work time and office hours for students to sign up to meet directly with teachers (M/T/R/F)
    - quizzes, tests - 2 options (teacher proctored or parent proctored)
    - #classicalstrong program - extra support for students
- **IEP**
  - plans to meet with all students next week (20 students)
  - a couple kids onsite and able to work with paras
  - will be a challenge with middle school students given majority is live instruction
  - Ms. Pellingier will work to schedule 20 students once all grade level schedules are finalized

## 8. Finance committee updates

- **Treasurer update**

- Mr. Sanchez shared that the CCSA board balance stands at \$8699.47.

- \$1410 from KAT will be transferred over to the school account. This amount is significantly lower than traditional years (~\$10k).
- Mr. Sanchez will be preparing the November corporation documentation for filing.
- The tax filing was completed in July.
- **Fundraiser / teacher wish list**
  - Ms. Roe worked with teachers on pulling together a wish list.
    - compiled list by teacher with costs
    - ~\$6500 for entire list, potential to give teachers lump sum to cover costs of what they need
  - The CCSA board will look into options for raising funds to support the wish list given KAT collection was short for 2019/2020 calendar year.

## 8. Board Discussion Items

- **State level (DPI, WRCCS, legislative) updates**
  - The CCSA board is still awaiting response on live-recorded option from DPI, expecting decision shortly.
- **Charter contract update - emergency clause**
  - Mr. Bomann not able to follow up with district yet related to curriculum and the way that Classical teaches, Mr. Cotti to resend email to Mr. Bomann.
- **Identify action items**
  - **Communications**
    - Mr. Bomann and the teachers to work on a communication plan for families.
      - considering email, video, live session, etc
  - **Operational questions** - reviewed individual plans, Mr. Bomann to share link to documents with Ms. Meisel to include in google folder.
  - Work session
    - no Tuesday working session
  - **Other board business** - none

## 9. Public Comment

- Sheri Hartzheim - appreciate the efforts of teachers. Feels more communication now even if not final plan will be helpful to parents. AASD policy shows that daily attendance is required so curious how this will be managed for our younger students. Parents more curious about first day and how to learn about Canvas.

**10. Motion to Adjourn** - Ms. Vanryzin motioned to adjourn the meeting, seconded by Mr. Shober, and all board members were in favor.