

Charlotte Lab School Board of Directors Meeting

Friday, April 20, 2016, 5:30-7:30pm
301 E. 9th Street, Charlotte

CONFLICT OF INTEREST STATEMENT

A conflict of interest is a transaction or arrangement that might benefit the personal, family, or business interests of a Board member. Board members have a fiduciary duty to conduct themselves without conflict to the interests of CLS. In their capacity as Board members, they must subordinate personal, individual business, third party, and other interests to the welfare and best interests of CLS.

BOARD NORMS

- Must act at all times in the best interest of the school;
- Maintain confidentiality;
- Be respectful and professional in discussion and disagreement;
- Stay on topic and be sure that comments are school-related;
- Limit side conversations.

AGENDA

Time	Duration	Topic	Presenter
5:30pm	10'	Welcome / Review meeting agenda Review norms Identify secretary to take notes for the meeting	Tom Murray
5:40pm	45'	Presentation & discussion of plan to increase socioeconomic diversity Determination of special committee members Review and approve letter to community	Mary Moss Brown
6:25pm	20'	Programming: <ul style="list-style-type: none"> ○ Current issues update ○ Student progress update ○ Future planning update ○ Staffing update 	Mary Moss Brown
6:45pm	35'	Governance: <ul style="list-style-type: none"> • Committee Updates: <ul style="list-style-type: none"> ○ New Board Members Group – Andy Culicerto ○ Fundraising/Grants update - Emily Jenkins <ul style="list-style-type: none"> ■ Playground update ○ Facilities Committee – Mary Moss <ul style="list-style-type: none"> ■ Progress update ○ Finance Committee – <ul style="list-style-type: none"> ■ Current Budget review – Shelli Merritt ■ Projections for 2016 – Shelli Merritt ■ Progress update on financial model – Casey Rentch ○ Strategic Planning – Casey Rentch/Andy Culicerto <ul style="list-style-type: none"> ■ Next steps ○ Board Development – Corliss Brown/Lisa Frison <ul style="list-style-type: none"> ■ Retreat plans 	Committee Members/ Leads
7:20pm	5'	Review next steps and owners	Secretary
7:25pm	5'	Approve minutes from March meeting	Secretary

7:30pm	Adjourn meeting	Tom Murray
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PRESENT: Tom Murray-Chair; Peter Bove, Corliss Thompson-Secretary, Lisa Frison, Dee Lanier, Emily Jenkins,

ON PHONE: Apri Gassaway-Vice-Chair, Andy Culicerto, Casey Rentch

Mary Moss

Shelli Merritt

Meeting called to order by Tom Murray: 5:32

- I. Welcome/Review meeting agenda
 - A. Review norms
 - B. Identify secretary to take notes for the meeting
 1. Corliss has agreed to be the secretary
- II. Presentation & discussion of plan to increase socioeconomic diversity
 - A. Communication letter with families
 1. Update on diversity with new families and presentation to the board:
 - a. Diversity nationally
 - b. Diversity in Charlotte (meeting with Amy Hahn Nelson)
 - i. Challenge for all schools
 - ii. Challenge for charter schools in particular
 - iii. The benefits of inclusion in schools
 - iv. Growing movement of charter schools that are working to diversify schools
 - c. Discussion of additional funds via grants, local funds and federal money, federal grants and how money can be used
 - d. Preparing the Community
 - i. Naming a lead person and building a committee
 - e. Discussion of impact on families,
 - f. Admissions policy, consider grade by grade, impact on numbers.
 - g. Submit proposal this summer in preparation for 2017 admissions. Hoping to get approval in August.
 - h. Consideration of costs

- i. Ongoing development and information for community
- j. Revision of letter. Be more specific and strong about diversity, add more specific references

Dee Lanier motioned to approve send-out of letter of proposal to NC CSAB/State Board of Education to amend lottery pending review, revision, and feedback from all board members prior to sending. Casey seconded motion. All in favor. Motion approved

II. Programming:

A. Current issues update

- 1. **Andy Culicerto: Motion to move into closed session. Matters related to a student. Casey Rentch seconded motion.**

Closed session 6:30 pm – 6:40 pm

- 2. Tutoring program started. Faculty tutoring in the afternoons and on Saturday morning

B. Student progress update

- 1. 2nd graders taking screening test for talent development
- 2. MAPP testing will have mid-year and end of year to assess growth

C. Future planning update

Faculty retreat to Asheville this coming weekend

Staffing update

D. Staffing update

- 1. All staff members want to come back.
- 2. Teacher evaluation meetings completed
- 3. 2016-2017 Staffing needs discussed

III. Governance:

A. Committee Updates:

1. New Board Members Group – Andy Culicerto

- a. Need to check term limits
- b. Consider adding additional board members, board structure
- c. Consideration of potential board members and timeline
- d. Prioritizing needs and gaps

2. Fundraising/Grants update - Emily Jenkins

- a. Playground update
 - i. Review of blue print of playground
 - 3. Review of grants and needed fundraising for playground. Grant is contingent on fundraising
 - 4. May 2nd and 3rd beginning date for new families

Motion to approve launch of capital campaign and project timeline. Dee motioned, Casey seconded motion. All approved.

3. Facilities Committee – Mary Moss
 - a. Drawings built for renovations of unfinished space and garage
 - b. Contact has offered to do the building at no profit
4. Finance Committee –
 - a. Current Budget review – Shelli Merritt
 - b. Discussion of how budget fits with 5 year model. Shared draft model for 5 years
 - c. Working with attorney on how to check scholarship need for students at large
 - d. Casey Motion to approve revised projection. Andy seconded motion. All approved.**
 - e. Consider space needs for coming years
 - f. Long term possibilities for the school
5. Strategic Planning – Casey Rentch/Andy Culicerto
6. Board Development – Corliss Brown/Lisa Frison
 - a. Retreat plans
 - i. Corliss will send out Doodle to schedule date for board retreat

IV. Review next steps and owners

Mary-share numbers related to student diversity

Corliss will reach out to class of 2013 to see when people will roll off

Meeting Adjourned:

Motion to adjourn Andy Culicerto, seconded Dee Lanier. All in favor 7:57