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| **Polaris Charter Academy****ANNUAL MEETING** |  | **Date:** | **Tuesday, October 28th 2014** |
| **Board Meeting Minutes** |  | Time: | **6:30pm (at the school)** |
| Dial In: 712-432-0490ID: 316557# |  | **Topic(s):** | * **Develop a Message Regarding Test Scores**
* **Review Everyone’s Submissions of 3 Board Candidates**
* **Booth MBA Project Update**
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| **Board Attendees** |  | **School Attendees** |
| In Person | Via Phone | Not Present | **Board Members** |  | In Person | Via Phone | Not Present | **School Leaders & Guests** |
| ☐ | ☐ |  | Arun Bhatia |  |  | ☐ | ☐ | Michelle Navarre (ex-officio) |
| ☐ | ☐ |  | Micaeh Johnson |  | ☐ |  | ☐ | Carol Clavadetscher |
|  | ☐ | ☐ | Uday Khedkar |  |  | ☐ | ☐ | Roel Vivit |
|  | ☐ | ☐ | Kameron Matthews |  | ☐ | ☐ |  | Linda McEvoy |
|  | ☐ | ☐ | Joel Pomerenk |  |  | ☐ | ☐ | Carolyn Talaske |
| ☐ | ☐ |  | Travis Swoope |  | ☐ |  | ☐ | Lauren Wein (Fellow) |
|  | ☐ | ☐ | Sarah Walker |  | **Guests** |
|  |  |  |  |  | Katie Daday, Beth Davoren, CJ Holmes |

Uday called the meeting to order at 6:35PM. Minutes from the Board Retreat will be circulated and approved via email.

**Board Topics**

*Board Recruitment*

Board members reviewed the potential member list that each prepared. Candidates were evaluated based on the strength of the connecting relationship, their background, and their likelihood of getting involved with the school. Of the three or more prospects each board member provided, the top candidate was selected for strong active engagement. Sarah will provide weekly updates on the Board Recruitment pipeline.

The discussion included clarification of what commitment we are looking for from our prospects. At this time, Polaris is searching for Executive Board members. If the individual has interests beyond or outside of our Executive Board, we have additional opportunities for engagement, including the Advisory Board, a Board Committee, the Associate Board, and active donor communications.

A visit is scheduled with Kavita Kapadia Matsko from UChicago’s UTEP program for Nov. 6th to discuss potential board membership.

*Test Score Messaging*

Michelle provided board members with data and messaging for conversations with donor and board member prospects concerning student NWEA MAP scores. Overall, Polaris is taking multiple avenues to address the student performance while maintaining its core mission.

PCA will be implementing a comprehensive plan to increase students’ technological fluency and aligning standards based learning targets to the MAP Learning Continuum. Students will be involved in the process of setting and achieving goals in the same way they manage their classroom learning. PCA has also purchased additional software programs for students to practice digital assessments (Compass Learning, DreamBox, Reflex, and Light Sail) and will begin rolling out the Academic Parent Teacher Teams (APTT) to support student learning and growth at home and in the classroom with tools, metrics, and planning.

*Booth MBA Project*

Booth will be visiting the school on November 6th to learn more about the program and visit with staff, teachers, and leadership to prepare their assessment. PCA is targeting the program to address how to develop the internal and external assessment of the organization and the business side of the school.

**Committee Reports**

*Development*

The Polaris Associate Board hosted its first event – The Five Pints of Polaris – on Oct. 23rd at Rock Bottom Brewery. Tickets were sold out and all 70 registrants attended. The event raised $2,329 for PCA. Of the 62 donors, 43 were new to Polaris.

Grants have been submitted to Baxter International Foundation ($150,000 for Mental Health Counselor position), Crown Family Philanthropies ($20,000 for Polaris Players), and the Creative Schools Fund ($15,000 for art program support).

*Public Relations*

Polaris is now on Twitter @PolarisCA.

PCA is participating in Giving Tuesday – a day (Dec. 2nd) dedicated to giving back after Thanksgiving. Polaris will use its social media and online networks to raise $7,500 to increase student access to technology.

*Finance*

The PCA audit is complete and resulted in an “unmodified” (aka unqualified or clean) opinion. Polaris received a 100% on compliance for the 2013-2014 school year.

Due to low enrollment across CPS, the per pupil amounts have been increased by $140-150 per student, as traditional schools are being “held harmless” for lower than anticipated enrollment. The net impact of lower enrollment and the “hold harmless” funding is a decrease in revenue of $22,000.

Chicago Public Schools has delayed the adjusted budget submission date until Nov. 17, 2014. PCA’s recommendation at this time is to hold the budget flat to original submission.

*Governance*

Discussed during Board Recruitment Topic Section. Sarah also shared the updated School Overview document with members and collected signatures for the acknowledgement and agreement to the Conflict of Interest Policy.

**IMPORTANT DATES**

Friday, Nov. 7th All Day School Conferences

Nov. 10-Nov 28 All Day School Fall Intersession

**Tuesday, Dec. 2nd 6:30PM Board Meeting 🡨RESCHEDULED FROM 12/9**

Thursday, Dec. 18th 6:30PM PCA Holiday Party (*tentative*)

Dec. 22-Jan 5 All Day School Winter Intersession

Tuesday, Jan. 27th 5:30PM Board Meeting – Conference Call

Tuesday, Feb. 24th 6:30PM Board Meeting

Uday motioned to end the meeting at 8:40PM. Sarah seconded and all approved.