

**Polaris Charter Academy
Board Meeting Minutes**

Dial In: 712-432-0490
ID: 316557#

Date:	Tuesday, January 27th, 2015
Time:	6:30pm (at the school)
Topic(s):	<ul style="list-style-type: none"> • Welcome CJ! • Update on test scores • Enrollment • Board Recruitment • Booth MBA Project Update

Board Attendees			
In Person	Via Phone	Not Present	Board Members
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Arun Bhatia
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Micaeh Johnson
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Uday Khedkar
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kameron Matthews
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Joel Pomerenk
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Travis Swoope

School Attendees			
In Person	Via Phone	Not Present	School Leaders & Guests
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Michelle Navarre (ex-officio)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Roel Vivit
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CJ Holmes
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Linda McEvoy
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Carolyn Talaske
Guests			
Carrie Moy			

Uday called the meeting to order at 6:30PM. Kameron motioned to approve the December minutes, Uday seconded and all approved.

Board Topics

Test Score Update – Michelle Navarre

Polaris students are finishing their Winter MAP cycle and we are already seeing growth. Goals set in motion to combat last spring's low test scores and the risk of low school rating are:

1. 85% of all students will meet or exceed MAP growth goals
2. Attendance to increase .5 due to daily parent outreach and perfect attendance celebrations
3. 5Essentials school rating to increase to "organized" due to increased structure and systems

Activities to meet these goals are as follows:

- Integrating math and reading literacy software programs into classroom learning.
- Invest in Compass Learning, a expensive tool for PCA but full-aligned with MAP testing
- Participating in fall and winter MAP testing to build student testing into general work and set benchmarks for growth (targeted at 2 points above NWEA growth goals to meet CPS growth goal metric).
- Setting individual goals with students to understand their scores and how to improve.
- Establishing Academic Parent Teacher Team to provide tools for parents to be active participants in their child's achievement
- Provide Prof. Dev. meetings for teachers (Wednesdays) & practice time for students afterschool (2x/week)

2015-2016 Enrollment – CJ Holmes

The student recruitment mailing has been expanded to include 10 neighboring zip codes (previously 3) and will be out-sourced to ensure it will go out on time without impeding other recruitment efforts. The mailing is scheduled to drop next week and Polaris will be hosting prospective parents to tour the building on every Wednesday at 10:30 am. PCA will also be contacting nearby pre-schools and day centers to partner in enrollment.

Committee Reports

State of the School – Michelle Navarre

7th Grade Academic Parent Teacher Teams to meet in Feb. to goal set around MAP data and prepare for Selective Enrollment testing.

Darren Snyder will conduct an initial Strategic Planning session with a small group of Polaris staff on Jan. 30.

The 5/6 crews are fundraising a trip in April to Monticello and Washington DC as part of their expedition on Slavery and Civil War. Total cost for the trip is approx. \$30,000 with \$17,000 remaining to cover costs.

Development – Carolyn Talaske

Current YTD Cash Fundraising is \$143,312. The Year End Appeal increased 79% due to a substantial gift from the Madigan family. Fundraising is down compared to last year due to the one-time gifts from the Walton Foundation and Invest for Kids.

The 2015 Spring Benefit, **Voices for Change**, is schedule for Thursday, May 7th at the Four Seasons Hotel Chicago. Ticket and sponsorship levels are consistent with last year and the fundraising goal is \$60,000.

The Associate Board is planning its next fundraiser for Sunday, March 22nd. **Gardens in the Gutters** will be a bowling event hosted at Lucky Strike to fund the 7th grade rooftop garden project. Fundraising goal is \$5,000.

Public Relations – Carolyn Talaske

The Giving Tuesday campaign raised \$6,600 and 1 iPad mini for greater technology in the classroom. Since launching the campaign, Facebook Likes increased 17% and Twitter Followers increased 37.5%.

Finance – CJ Holmes

Polaris is excited to welcome CJ Holmes as the Director of Finance and Operations.

Polaris SY14/15 forecast has been updated from the October budget to reflect revenue receipts in January, latest enrollment (currently at 417), and spending actuals over the last 18 months.

The December cash balance is \$1,344,000 this is compared to \$1,105,093 last year to date. This cash relationship is positive albeit roughly \$200,000 lower than expectations, driven primarily by lost per pupil funding and the Special Education payment occurring in Q3 instead of Q2.

Year to date spending is approx. \$30,000 unfavorable to plan due to the purchase of the Compass Learning software. Revenue to date is \$54,000 unfavorable to plan due by the revenue gap from per pupil funding. Balance of year forecast reflects net income of \$150,000 unfavorable to plan due to a combination of factors: uplift in CPS Special Ed Allotment, decrease in likely facilities maintenance expenses, risk in development targets and risk in per pupil funding.

Governance – Kameron Matthews

Polaris currently has five prospective board member candidates in the board pipeline at this time. Alan Anderson visited the school on in early January, Vasco Bridges visited on January 10th and Bill Kennedy will visit on Feb 10th. Recruitment conversations continue with Wendy Williams and Dr. Beverly.

The board voted to adjust the by-law requirement for potential members to attend a board meeting before they are accepted as full members. The modification would be for potential members to have met with at least one current board member before they are accepted as full members. Kameron motioned to approve, Uday seconded and all approved.

IMPORTANT DATES

Tuesday, Feb. 24 th	6:30PM	Board Meeting
Sunday, Mar. 22 nd	2:30PM	AB Fundraiser at Lucky Strike
Tuesday, Apr. 28 th	6:30PM	Board Meeting
Thursday, May 7 th	6:30PM	Spring Benefit, <i>Voices for Change</i> , at Four Seasons Hotel
Tuesday, May 26 th	6:30PM	Board Meeting

Uday motioned to end the meeting at 8:00PM. Joel seconded and all approved.