

**Polaris Charter Academy
Board Meeting Minutes**

Dial In: 312-286-6515

Date:	Tuesday, April 26th, 2016
Time:	6:30pm (at the school)
Topic(s):	<ul style="list-style-type: none"> • State of the School • Fundraising Path • Spring Event • Governance Reports

ATTENDANCE CATEGORY	BOARD MEMBERS & FELLOWS	SCHOOL STAFF
Attending in Person	Joel Pomerenk Kameron Matthews Arun Bhatia Tina Yarovsky Ben Burnham (*Exiting Board Fellow)	Michelle Navarre (**Board Ex Officio) CJ Holmes Roel Vivit Linda McEvoy Tammy Vance
Attending by Phone/Video	Daniel Epstein Lauren Wein Chip Longenecker (*Board Fellow)	
Not Attending		

EXPECTED GUESTS & VISITORS
Possible visit by concerned parent(s) <i>*Did not attend</i>

Joel called the meeting to order at 6:32 PM.

Approval of Minutes

Minutes for the February 23rd meeting were reviewed. Michelle moved to approve; Kameron seconded; all approved.

State of the School

EL Education Benefit:

Four students flew to New York and were featured in a conversation about culture and character at Polaris Charter Academy. Michelle shared a video that will also be played at the upcoming fundraiser.

Spring Event Agenda:

- Event will begin with drinks/cocktails and passed hors d'oeuvres
- Attendees will move to a separate room with stage/seating; start with video
- Joel will welcome/thank people
- Roel and 3-4 students will engage in a Q&A
- Michelle will facilitate an auction/paddle raise

Hiring Update:

The school has the following openings for the 2016-2017 school year:

- First Grade
- Fourth Grade
- Fifth/Sixth – Humanities
- Fifth/Sixth – Science
- Fifth/Sixth – Math
- Seventh/Eighth – Math
- Seventh/Eighth – ELA
- Special Education
- High School Placement Coordinator

SQRP Update:

On track to retain Level 1 rating

- Data Quality Index (DQI) needs to remain at 99%
- Attendance needs to remain above 96%
- Student MAP scores must not drop below their winter scores

PARCC Testing:

- Polaris is in the midst of PARCC testing. Experiencing technology challenges.
 - o During first testing date, Polaris was told they could locally cache test (optional). Later, the school discovered this was mandatory and met the requirement.
 - o The school experienced Internet issues, including delays and fluttering of service. They were told the Initial install was a “botched job.”
 - o Later, the school discovered the Internet data line was cut multiple times. It has been repaired, and Polaris will look into adding cameras and rerouting the line through the roof.
- Testing did go forward.
- All issues have been documented.
- Two days of testing remain, after which the make-up testing will begin.

Kellogg Board Fellow:

Breakfast is being held on April 29th. Joel and one other Polaris representative will attend.

MAP Testing Update:

MAP window opens on May 16 through June 13.

Overnights:

The following student overnight events are planned:

- 2nd Grade: June 2-3 Camp Tuck
- 3rd Grade: May 3-4 Angelic Organics
- 4th Grade: May 16-18 Camp Anokiji
- 5/6 Grade: May 24-27 Birmingham and Memphis
- 8th Grade: June 3-5 retreat

Dates of Note:

Roel will email dates to the Board to participate in Passages and Celebrations of Learning.

Additional dates of note:

- Day of Peace Rally: June 5th
- Graduation: June 9th at 10:00am
- Exhibition Night: June 14th at 6:00pm

Board Topics

Review Dashboard – CJ, Joel

The Board reviewed and discussed the latest dashboard. Joel/CJ clarified that “YTD” is for the school year (from July 2015 to present). The goal is for gap in development numbers to be met at the Spring Event (\$26,000 net).

Action Item: OSA Foundation: Board – please review their Board of Directors to see if you know someone, as you need to be invited to apply.

Board Candidates - Joel

Kameron moved to approve candidacy of Samuel Bottum. Dan seconded. All approved (7-0).

Kameron moved to approve candidacy of Mary Hicks. Arun seconded. All approved (7-0).

This brings us to 9 voting members (maximum of 15).

Board Pipeline Report – Kameron

Reviewed current pipeline, which includes six interested candidates (plus three additional candidates added this evening).

Proposed Dates for 2016-2017 Meetings

- August 30, 2016
- October 18, 2016
- December 6, 2016
- February 21, 2017
- April 25, 2017
- June 27, 2017

Governance

All Board Members must complete the requisite training and return the forms to Kameron.

Committee Reports

May Fundraiser

- Joel/Michelle will set weekly 10-minute phone calls to check in on attendance.
- Associate Board and Board members will be given a discount code to purchase a limited number of tickets at a discounted price of \$95 (est. cost of \$65 per person).
- Current raffle/silent auction items collected:
 - Two wine tastings for 12
 - Signed Kareem Abdul-Jabbar basketball
 - Cooking classes for four

Follow Up on Conduct Violation

- The students who were part of last meeting's conduct violation are progressing fairly well. There are still a few small bumps in the road, but overall nothing extreme.
- Board needs to revisit the Code of Conduct (Level 6 offenses) to clarify when/how the Board should be involved in discussions.

Finance – Joel

- If we clear \$65,000 at the spring event, we should break even for the year.
- The Finance Committee continues to review credit card activity as a best practice.
- Committee meetings are being held once per month.

Potential pension liability: Anyone who works in a school building with an education license is pensionable. This may include third party contractors in the building (e.g., substitute teachers and clinicians). It's possible (not confirmed) that hourly employees are exempt, but to avoid the possibility of potential fines, need to consider whether we should proactively pay (est. \$12,000). Until we learn more, we see ourselves as not at risk and suggest waiting for determination.

Action Item: CJ will provide a summary to Daniel, who will request that the pro bono team at his law firm review and provide counsel.

Development Committee - Arun

The newly formed Development Committee consists of three members, Arun Bhatia, Lauren Wein, and Tina Yarovsky. The committee is focusing on improving outreach with the Associate Board, assisting in identifying a Development

Manager, and obtaining a better understanding of the current development database and grant opportunities in the pipeline.

IMPORTANT DATES

May 20, 2016	Spring Fundraiser, 6:30pm at Garfield Park Conservatory
June 28, 2016	Board Meeting at 6:30pm
August 30, 2016	Board Meeting at 6:30pm

At approximately 9:14PM, Joel moved to adjourn the meeting. Tina seconded and all approved.