

**Polaris Charter Academy  
Board Meeting Minutes**

Dial-in: (401) 283-4813  
PIN: 63565

<b>Date:</b>	Tuesday, April 24 <sup>th</sup> , 2018
<b>Time:</b>	6:30pm (conference call)
<b>Topic(s):</b>	<ul style="list-style-type: none"> <li>• Key State of the School Updates</li> <li>• AB By-laws &amp; Vote</li> <li>• Annual Benefit</li> </ul>

ATTENDANCE CATEGORY	BOARD MEMBERS & FELLOWS	SCHOOL STAFF
Attending in Person		
Attending by Phone	Arun Bhatia (Chair) Melanie Domer (Vice Chair) Tina Yarovsky (Secretary) Samuel Bottum Claire Henderson (Board Fellow)	Michelle Navarre (**Board Ex Officio) Elizabeth Whiting Melissa Authement
Unable to Attend	Ben Brenton Mike Davison Daniel Epstein Mary Hicks Lauren Wein	Francesca Peck

EXPECTED GUESTS & VISITORS
None

Arun Bhatia called the meeting to order at 6:36 PM.

**Opening Business/Open Session**

***Approval of Minutes***

Minutes from the February 27 meeting were reviewed. Sam moved to approve; Tina seconded; all approved.

**State of the School**

***Staffing Update (Melissa)***

- Special Education: Polaris still only has 2 of 5.5 SPED positions filled. There are several promising candidates in the pipeline, including one to whom we have extended an offer.
- 7<sup>th</sup>/8<sup>th</sup> Science: The recent hire was not the right fit and was terminated. Francesca is modeling lessons and working with a temporary teacher through the balance of the year. There is a strong candidate in the pipeline for next year.
- 3<sup>rd</sup> Grade: We will begin recruiting for an opening for next year.
- Kindergarten: There is a possible opening for next year.
- ELA: There is a possible opening for next year.

***Better World Day – May 4<sup>th</sup> (Melissa)***

Taylor McKinney pitched an idea with EL Education, which became the nation-wide Better World Day (across the EL network). Polaris 7<sup>th</sup> and 8<sup>th</sup> graders are participating. Highlights of Better World Day include...

- Sweep and Greet (beautify the neighborhood)
- Peace Pots (paint giant flower pots to distribute to neighbors)
- March for Peace (ends with a peace rally in a neighboring park)
- Peace Rally (includes food, entertainment, and speakers)

### ***Overnight Fieldwork (Melissa)***

- 2<sup>nd</sup> Grade: Camp Tuckabatchee (June); students will be interacting with nature
- 3<sup>rd</sup> Grade: Angelic Organics Farm (May); students will work the farm and deepen their understanding of caring for chickens
- 4<sup>th</sup> Grade: Camp Anokijig (May); students will participate in archery, rowing, hiking, birdwatching, etc.
- 5<sup>th</sup>/6<sup>th</sup> Grade: students will head to Birmingham, AL to conduct field work regarding the Children's March (55<sup>th</sup> anniversary), including speaking with foot soldiers from the march; PBS will join Polaris on this excursion and will film the student conducting this field work (for broadcast on PBS News Hour)
- 8<sup>th</sup> Grade: Camp Manitoqua Retreat (June); students will focus on leadership and character points

### ***Testing Update (Melissa)***

PARCC tested was completed before break, and MAP testing begins in two weeks. Details will follow.

### ***Facility Update (Michelle)***

On Tuesday, Feb. 12, the Polaris team returned from a long weekend (after a big snowstorm) to find the gym flooded. Students have not had gym or community crew since February. Thus far, Michelle has received three bids to fix the damage (ranging from \$37,000-\$60,000).

Last month, we finally received a copy of our lease from CPS. Matt McKay (on the Associate Board) arranged for a team at his law firm to do a pro bono review of the document, as there is a lack of clarity on who is responsible for paying for the repair work. The lease states that CPS is responsible for capital improvements and related damage—unless there has been negligence on the part of Polaris. CPS is arguing that the issue resulted from a rain gutter not being de-iced; Michelle is following up on the matter.

At this time, Polaris needs to sign the renewed lease; however, it references the charter, which we have not yet received. We will hold off on signing until charter is returned.

### **Board Topics (Arun)**

Associate Board Bylaws: The Associate Board has requested a few small updates to their Bylaws. The Executive Board will review the bylaws and vote on them in the next meeting.

Over the coming months, the Board should focus on crystallizing the remit of the Associate Board. (Note: The Board should try to identify a few additional members for the Associate Board.)

Action Item: Melanie and Arun will meet to discuss a strategic plan for the Associate Board for the next school year.

### **Committee Reports**

#### **Development Committee: (Elizabeth)**

#### ***Spring Benefit***

- The event will take place on Thursday, May 10 at Blue Plate. Ticket price is \$125.
- Currently have sold 22 tickets. The attendance goal is 175.
- The event revenue goal is \$150,000.
- Every board member should...
  - Bring 10 guests
  - Reach out to their employer and/or friends' employers for sponsorships
  - Solicit raffle items
- The program is slated as follows...
  - Welcome (Arun)
  - Student Panel
  - Paddle Raise

#### **Finance Committee: (Arun)**

The Finance Committee will meet this Thursday. Arun will circulate a report.

**Marketing & Fundraising Plan (Claire)**

- Claire has been researching who our corporate targets should be and why. The goal is to align corporate partners with the spirit of Polaris
- She is identifying companies with employee matching programs (for donations), as well as volunteer matching program.
- Claire is developing some tactical materials (e.g., one-pager with both “heartstring” stories and metrics).

**IMPORTANT DATES**

May 10, 2018	Spring Benefit
June 26, 2018	Board Meeting at 6:30 PM

At approximately 8:00 PM, Arun moved to adjourn the meeting; Tina seconded; all approved.