

**Polaris Charter Academy**  
**Board Meeting Minutes**  
 Dial-in: 712-775-7031  
 PIN: 519622

<b>Date:</b>	<b>Monday, April 29<sup>th</sup>, 2019</b>
<b>Time:</b>	<b>6:30pm (at Polaris Charter Academy)</b>
<b>Topic(s):</b>	<ul style="list-style-type: none"> <li>• <b>Board Transitions</b></li> <li>• <b>Key State of the School Updates</b></li> <li>• <b>Follow-Up on Board Retreat</b></li> <li>• <b>Board Committee Reports</b></li> <li>• <b>Key Dates</b></li> </ul>

<b>ATTENDANCE CATEGORY</b>	<b>BOARD MEMBERS &amp; FELLOWS</b>	<b>SCHOOL STAFF</b>
Attending in Person	Mike Davison Melanie Domer Rebecca Shapiro Tina Yarovsky	Michelle Navarre (**Board Ex Officio) Elizabeth Whiting John Lydon
Attending by Phone	Samuel Bottum	
Unable to Attend	Ben Brenton Ian Roche	Melissa Authement

<b>EXPECTED GUESTS &amp; VISITORS</b>
None

Melanie Domer, Chair, called the meeting to order at 6:34 PM.

**Opening Business/Open Session**

***Approval of Minutes***

Minutes from the February 11 meeting were reviewed. Michelle Navarre moved to approve the minutes; Rebecca Shapiro seconded; all approved.

***Open Session for Public Comment***

No one for public comment.

**Board Transitions**

Lauren Wein Feldman and Mary Hicks have resigned from the board. Both are working to identify possible candidates to backfill their roles. Board members should think about their networks to help the Governance Committee build a pipeline. We should target people with legal, education, and philanthropic experience.

**Action Item:** Each Board member should think about their networks and identify candidates for the Board pipeline.

## **State of the School** *(Michelle Navarre)*

### ***Spring NWEA MAP Testing***

NWEA MAP testing begins on May 13. It will take 5 weeks to test all of the 2nd through 8th graders in reading and math. Testing will take place in the technology room. Technology has been tested, and we are ready.

### ***2019-2020 Hiring***

Some teachers are leaving this year, so the hiring process is in motion. The process consists of phone screenings, in-person interviews, demo lessons and/or teaching observations. The hiring committee has launched a social media campaign in an attempt to broaden our reach and attract potential candidates. We are focusing strongly on mission alignment.

### ***CPS Budget & Funding***

CPS continues to work to change the statute that currently funds charter schools at 97% to 103%. The charter community with the support of Illinois Network of Charter Schools (INCS) has worked with CPS throughout the year, but we have failed to reach an agreement on equitable funding. As a result, CPS has not released charter school budgets for FY20. It has also withheld a portion of its 4th quarter payment. At this time, Polaris has received just over 50% of our 4th quarter payment. INCS and CPS are currently trying to come to an acceptable agreement to release our 4th quarter payments and provide us with FY20 budgets so we can plan for next year.

### ***Upcoming Dates***

As we approach the end of the school year, please note the following key dates...

May 24, 28, 29, 31: Final Word (8<sup>th</sup> Grade Passages)

June 6th – Eighth Grade Graduation

- 8:15 a.m. 8th Grade Community Crew with shirting ceremony
- 9:30 a.m. 8th grade march to Westinghouse High School
- 10 a.m. Graduation ceremony at Westinghouse High School

June 11th – Exhibition Night (5:30 pm-7:30pm)

June 12th and 13th – 4th and 6th Grade Passages

- Passages last approximately 30 minutes and can be attended throughout the day on either or both days.

### **March Board Retreat Next Steps** *(Melanie Domer)*

Going forward, we need to research requirements/steps to expand Polaris to include a high school in 5 years. In our next Board meeting, we will form a new committee to dedicate time to this strategic planning.

## **Board Committee Discussions**

### ***Development Committee (Tina Yarovsky)***

The spring fundraiser will be held on May 16 at Loft Lucia. Current event status is as follows...

- **Sponsors:** Last year, we had seven sponsors donate \$31,000. This year, we have nine sponsors donating \$25,500.
- **Expenses:** Last year, our expenses were \$11,745. To date, we have incurred \$15,500 (increase largely due to venue rental fee).
- **Tickets:** Our goal is to sell 150 full-price tickets. As of April 25, we have sold 18 tickets. Last year, as of April 24 (16 days before the benefit), we had 22 reservations.
- **Raffle Prizes:** At this time, we have secured over a dozen raffle prizes.
- **Parking:** Note there is no valet parking at this year's event; however, the rideshare company Via is offering free rides to/from the event.

In terms of our grant pipeline, we have submitted a grant application to Invest for Kids (end of March). We will be notified in August. Awards average \$50,000/recipient and are unrestricted. Elizabeth is continuing to research and will apply for more grants this spring/summer.

### ***Finance Committee (Mike Davison)***

Year-to-date financial highlights are as follows:

- Net income is \$207k, which is \$175k above plan.
- Revenue is \$4.2M, which is below plan by \$73k, largely due to a shortfall in individual giving (timing of the Madigan donation) and partially offset by the Creative Schools Fund Arts Grant. Pupil headcount is also higher than planned at the beginning of the year.
- Personnel costs are \$198k favorable to plan, as the total impact of staff raises and ancillary costs (taxes, pension, etc.) are still to be fully realized.
- Direct student costs are favorable by \$46k due to timing of invoices for special education contract clinicians and instructional equipment. Expect some of this variance to reverse.

### ***Marketing Committee (Melanie Domer)***

No update

### ***Governance Committee (Sam Bottum)***

No update

## **IMPORTANT DATES**

May 16, 2019	Spring Benefit
June 17, 2019	Board Meeting

At approximately 8:18 PM, Sam Bottum moved to adjourn the meeting; Rebecca Shapiro seconded; all approved.