Tina Yarovsky brought the meeting to order at 6:36pm.

October 2020 Meeting Minutes

Michelle Navarre moved to approve the October minutes as-is. Rebecca Shapiro seconded. All approved. No opposed.

Open Space for Public Comment

No attendees for public comment.

Fundraising Case for Support

- Michelle, Elizabeth, Tina, and Melanie have been revising case coming out of Latz training.
- A presentation ‘dry run’ uncovered insight within the team regarding what’s missing and what’s not working in the presentation yet.
- A draft script for the verbal presentation was written and is currently being revised. Slides will be edited based on this revised verbal ‘script’.
- Goal is to get script + slides wrapped prior to Christmas so that we can ‘test drive’ the presentation with a couple of friends of Polaris in January.
State of the School

- Polaris just finished T1 (first term) and had student-led conferences last week
- No update on PPP funding, but expect an update at INCS call on Friday 12/11
- Facility: Pneumatic system is not functioning properly (which is intended to pump fresh air into the building). Any expenses associated with fixing the system would be a capital expense covered by CPS. CPS has not been responsive.
- Michelle and team are working on plans to safely bring kids back to the schoolhouse. *Michelle will bring a recommended plan to the board at January 2021 meeting.*
- Staff is exhausted and so the team developed self-care plans for the trimester break.

Governance Committee Review

- Training: Each Polaris BOD member needs to complete four hours of mandatory training by end of calendar year. *Action for all BOD members:* Please set aside four hours at some point this month (each training is 1 hour in duration) to complete the training.
- How are we tracking training completion? Do we need to send completion certificates to Michelle? *Action:* Michelle to follow up with Allison at INCS to better understand what’s being tracked, and what will be required as support.
- Board Succession Planning: *Governance committee will schedule 1:1 meetings with each board member in January.* Please plan to set aside 30 minutes for the discussion.

Development Committee Review

- Ambitious fundraising goal of $360K, +$55K versus last year and flat to year prior.
- End of year appeal (holiday card) – encourage BOD members to provide personal notes. *All BOD:* Please provide personalized notes to Elizabeth

Goals (Head of School, Polaris Board)

- Suggestion: Consider weighting goal measurement more to results vs. activity. As goals are currently written, some goal measurements are focused on activity (e.g. presentation prepared by X date). Consider more of an outcome that should exist if they goal is met. *Action:* Michelle and Tina to consider as HOS goals are finalized.
- Where are we setting a goal re: academic attainment for the school? This year has prevented us from tracking our ‘usual’ metrics (e.g. MAP scores and growth). *Action:* ‘Evergreen’ board goals will be put on agenda for next meeting and group will discuss / debate possible measurement strategies for the relevant goals.
Finance Committee Review

- Committee recommends a +5% across the board salary increase (incremental cost of +$137,722 retroactive from July 1); is beyond a cost of living adjustment and will be positioned as an investment in teachers/staff.
- Revenue is tracking ahead of expectations at this point in the year (original budget based on 360 students, whereas school is at 404 leading to incremental funding of $376K; additionally, CPS has provided $106K in funding for reopening costs).
- Question re: incremental cost to include 13 part-time EAs in scope (from $14.00 to $15.00 an hour) so that the entire staff (both FT and PT) receive an increase. Rough incremental cost to fund this increase is approximately $15K.
- Sam Bottum moved to approve the special +5% adjustment for FT staff, and an associated +$1.00 increase for PT EA wages, both retroactive to July 1. Rebecca Shapiro seconded the motion. All were in favor.

At 8:38pm, Ben Brenton moved to adjourn the meeting. Chris Haworth seconded. All agreed.

Happy holidays, all!