

**Polaris Charter Academy  
Board Meeting Minutes**

Dial-in: 712-775-7031  
PIN: 519622

<b>Date:</b>	<b>Monday, April 4th, 2022</b>
<b>Time:</b>	<b>6:30pm (Via Zoom to achieve social distancing)</b>
<b>Topic(s):</b>	<ul style="list-style-type: none"> <li>• <b>Key State of the School Updates</b></li> <li>• <b>Board Committee Reports</b></li> </ul>

<b>ATTENDANCE CATEGORY</b>	<b>BOARD MEMBERS &amp; FELLOWS</b>	<b>SCHOOL STAFF</b>
Attending Via Zoom	Tina Yarovsky Mike Davison Ben Brenton Lauren Levine Chris Haworth Lacey Mizell Jake Myron	Elizabeth Whiting John Lydon
Attending by Phone		
Unable to Attend	Michelle Navarre Ian Roche Sam Bottum	

<b>EXPECTED GUESTS &amp; VISITORS</b>

Tina Yarovsky, Chair, called the meeting to order at 6:37 PM.

**Opening Business/Open Session**

***Approval of Minutes***

Minutes from the February 7th meeting were reviewed, approved. Motion made by Tina Yarovsky, 1<sup>st</sup> by Ben and 2<sup>nd</sup> by Chris.

***Open Session for Public Comment***

No one for public comment.

**State of the School (John Lydon)**

- Community crew, virtual, whole school event. Floor wide reporters visiting classrooms, readings, interactive games which connect all of the students in the school. Kids learned about spray paint art from a local artist in the neighborhood.
- Deeper Learning 2022 Conference attended by Michelle Navarre, John Lydon, Francesca Peck and Board Member Lauren Levine.
- Implementation Review – instrument contains 26 “Power Practices” rubrics to help determine strengths and weaknesses. 98 or higher is considered “highly implementing”.
  - 37 Core Practices in 5 Domains – A vision for improving schools

- COVID is at 0.3% positivity in Polaris, overall, the student body and staff want to remain masked.
- Document Timeliness remains at a 97% on-time rate.
- Hiring and enrollment are currently ongoing, 9 candidates for employment are being contacted for interviews.
- 6<sup>th</sup> and 7<sup>th</sup> grade crew outings, Polaris is partnering to have crew row on the river. They will learn how the sport works and work as a team to become a rowing crew, with a competition against teams!
- T3 Focus- kids need to get back into field work now that the pandemic has subsided. Kids need to be exposed to experts and field work again.
- Graduation is on June 10<sup>th</sup>; 8<sup>th</sup> grade final word is also June 9<sup>th</sup>. Virtual vs. in-person is up for debate still.

### ***University of Chicago Fellows Update***

- Goal: Assist structuring governance operations and ensure board growth, engagement, and accountability.
- Google Classroom was filled with content, the platform is being used as a repository for resources for board members.
- 30/60/90-day plan should be adopted
- 30-day commitment introduces a potential board member to the school, the students, and staff.
- 60-day commitment individual meetings with chairs and board members, choose your committee.
- 90-day commitment is to start sharing Polaris with your network, engaging on socials, and determining what financial commitment might be, something meaningful to each new member.
- Future goals to include; make sure Google Classroom is up to date, expand board to 11-12 members, create space for board members to have different levels of engagement.

### ***Finance Committee***

- Financial highlights Feb 2022: Net income unfavorable to plan by \$245k
- Revenue is down \$431k below plan driven by student numbers, enrollment in Aspen was at 401, the gap remains at \$226,000.
- Expenses are favorable to plan, ESSER funds are not reflected in financials, potentially will make up the difference in unfavorable funds.
- Cash on hand to fund school is higher than 2020 but lower than 2021, PPP funds are being drawn down.
- Cash on hand remains at 6 months, lower than last year, higher than previous year.
- Cash balances are still strong with \$3M, time to look at better return on the money with interest rates rising.
- Lookouts in investment: 1) safety of principle 2) liquidity 3) state of return.
- May will be start conversation over budget for next year, will require a board vote.

### ***Development Committee***

- Target is \$350,000 and Polaris is currently at \$213,000.
- Michelle is currently working on creating donor pipeline by having school visits and creating engagement through visits.

- Benefit invitations are ready and will be mailed out soon, early bird ticket price is available this year.
- Board members need to work on raffle donations if possible as well as sponsorships.
- Wine and spirit basket should be part of the raffle, collected from the board.

### ***Governance Committee***

- INCS training live session reminder
- Continuing to feed the Board pipeline
- “Governing for Greatness” chapters 1-3
  - Need to reflect on why we serve
  - Build trust among board and school leadership
  - Understand our roles and responsibilities more clearly
  - Improve and innovate at Polaris
- Charter – contract between the holder and authorizer, accounts for performance but rests with the board.
- Bylaws – Regulatory information, not to govern management of the school. We must have 7-15 members with officer terms of 3 years. Our quorum is 5 based on our size of 9. An advisory counsel of past members of past members may exist.
- Officers – Current bylaws outline the duties Chair, Vice-chair, secretary, and treasurer.
- Committees – Finance, Governance,
- School management – Board is responsible for ensuring management delivers results. Employment contract with the head of school must clarify 1) the responsibilities 2) scope of authority 3) Accountability to the Board 4) Compensation

### ***Important Dates:***

***Benefit May 19<sup>th</sup>, 2022***

***INCS Due 12/15/2022***

***Graduation June 8<sup>th</sup>, 2022***

Meeting was called to adjourn by Tina Yarovsky at 8:31, Motion by Chris Haworth and 2<sup>nd</sup> by Ben Brenton