

# **Minutes of the Board of Directors, Garden City Community School**

**March 21, 2011**

Present for Open Meeting: Laurel York Odell, Tim Richey, Michael Tetrault, Cindy Hoovel, Matthew Shapiro, Sharon Dollinger, Anna Gamel

**Regular Board Meeting called to order at 5:41 PM.**

## **I. Welcome, Introductions & Agenda Adjustments**

One item requiring approval will be added to the agenda adjacent to the Director's Report.

## **II. Presentation & Approval of February Board Meeting Minutes**

One correction: meeting adjourned not at 5:47, but 7:47. Tim R. moved to approve February minutes, seconded by Michael T. Unanimously approved.

## **III. Treasurer's Report**

Tim R. reported no significant change. Sharon D. moves to approve the Treasurer's Report; seconded by Matthew S.

## **IV. School Director's Report**

Cindy H. noted that the enrollment figure for school year 2011-12 from submitted Director's Report has been updated to 164.

Cindy H. showed us the website template for the DaVinci Charter School name and image.

Cindy H. reported that the budget will not likely be adjusted for next year. She also reported that it appears that legislative actions this year will not significantly affect the school's ability to continue pursuing its model with integrity.

Regarding the potential new building, Cindy H. reported that it had been sold to another party. However, communication is being maintained and other buildings are being looked at.

Cindy discussed the new tenants nearby, including a gun shop and a brewer's supply shop. The zoning allows for these types of firms in this location, so there is little that can be done to prevent their operation near the school. There are regulations that they are held to. The brewer's supply company is not allowed to make or sell alcohol on site, and guns must be carried to and from the gun shop in a locked case.

The board discussed ways of working proactively and productively to address the new tenants' presence, beginning with ways to inform the parents. There was also a sense that it adds to the impetus for a new location for the school. There was also some discussion of the terms of the school's current lease.

Cindy H. discussed the new Safety Busing Evaluation Form that has to be returned to the State by March 31. It is significantly more elaborate than the form used in prior years. Matthew S. moved that we approve the form as completed, and Anna G. seconded Approved unanimously.

Finally, Cindy H. announced that the programmatic audit will be only one day in duration this year. The board is asked to attend the audit meeting on Wednesday, April 8.

## **V. Community Council Update**

Michael T. indicated the need for new organizers for Community Council. There was some discussion of the relationship between the parent rep role and Community Council. Sharon asked whether we can simply set aside a parent representative role on the board without necessarily having them tied to Community Council. Laurel raised the concept of Community Council being a forum called as needed, and not a group like a PTO. These forum events would be chaired by the parent rep(s) to the board. This includes working with Cindy and the board to create and agenda, and they would facilitate the discussion. With two parent representatives, these responsibilities could be divided.

A consensus emerged that this is a good idea of moving forward. Matthew suggested that parent representatives to the board could be selected through a peer nomination process, with final reps selected by the board from the list of nominees. This would involve a change to the bylaws. If we announce such a change at the April board meeting, but a change to the bylaws could be approved at the May meeting. Alternately, it could be advertised that this change is proposed to be made at the April board meeting, so that it could be implemented in May.

On the need for volunteers to organize, run, or help with school activities, a call for help would go out through regular channels (newsletter, office communication).

A motion was made by Sharon D. that the bylaws will be amended replace the statement that "One to two (1-2) of the Directors shall be elected by the parents of children attending the school" to "One to two (1-2) of the Directors shall be parents of children attending the school" at the May board meeting. Seconded by Tim R. Approved unanimously.

## **VI. Board Development**

Sharon D. raised the question of the Executive Committee and suggested that we discuss the pros and cons of having a president-elect versus a vice-president. The question was also raised of open meeting laws might apply to the operation of an executive committee.

Sharon D. also suggested a requirement that every board member serve on a committee. There was some further discussion of the qualities we should be looking for in new board members and where they can be found.

## **VII. Strategic Planning**

Laurel described how the process typically asks stakeholders to identify the top 3 critical issues facing the school over the next 3 to 5 years; the top 3 to 5 strengths or assets of the school; and the 3 greatest areas of opportunity during the next 3 to 5 years. Laurel suggested that we update, review, and refine the plan, rather than do a huge assessment activity. The core elements, in her view, have not changed since the strategic plan was last revised. A survey would be part of the process. The programmatic audit could be tapped for information as well. A six-hour retreat would be held, during which we'd discuss the data, review values and ideals, and review strategic directives to decide what to keep, what to change, and what to add. Recommendations would be reviewed by the board and then adopted as necessary.

A retreat in May or June would allow a board work planning session to be held in August. Michael suggested the second week of June. Laurel suggested a Saturday, June 4th or June 25<sup>th</sup>. We also need to find a facilitator for that meeting. Recommendations will be gathered.

Some discussion was held of the timing and required length of a retreat. Sharon also suggested that at least one small piece of the strategic plan be visited at every board meeting.

## **VII. April Agenda Meeting Items**

- Establishing the criteria for selecting new board members.
- Bylaws change.

## **Adjournment**

A motion for adjournment was made by Anna G. and seconded by Sharon D. Approved unanimously.

The meeting was adjourned at 8:10 PM.

Submitted by Matthew Shapiro, Board Secretary