



Board Meeting Minutes

A meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on September 23, 2019. The meeting was called to order at 6:05 PM.

The following Board Members participated in person: Dr. Val Wise, Dr. Lynn Jennings, Ornella Napolitano, Eric Reese. Dionne Tyus Garvin, Jeanelle Johnson, Jerry Zayets, Prita Patel participated via phone; Matt Walker was absent with notification.

Also participating from CMI school leadership: Craig Bednarovsky, CMI COO; Nayamka Long, CAO; Chuck Jackson, CMI ED and ex-officio board member.

1. Opening Items

- The August 2019 Board Meeting Minutes were presented for consideration. The Board voted unanimously to approve the August 2019 Board Meeting Minutes.
- Discussion and vote on 2 new parent board members: Navin Nayak and Jenni Wallace. The Board voted unanimously to approve the addition of Mr. Nayak and Ms. Wallace to join the CMI Board of Trustees. Post vote, both were invited to join the meeting (Ms. Wallace in person and Mr. Nayak via phone).
- The Board Chair acknowledged the imminent departure of the Board’s Vice-Chair, Eric Reese, thanked him, read a resolution of appreciation and presented a plaque acknowledging his dedication, commitment, engagement and contributions as a Trustee. Mr. Reese will be sorely missed.
- The Board Chair presented and reviewed the roles and responsibilities of the Board of Trustees.

2. Committee Updates

Each committee provided an update:

- AEC: Focus on grades 5-7 due to turnover (students and almost entirety of staff).
- Finance: Details in Board book; cash improvements; FAR scores (comparisons to see changes) and update on loan – targeting November for decision by OSSE on refinancing.
 - Vice Chair reminded the committee that now that “development” has been rolled into Finance Committee, ensure that issues/topics discussed and reviewed; invite Dev Director to meetings as required/appropriate. Same holds for Facilities – that transition is easier as Facilities discussions have traditionally been part of Finance Committee.

- Governance:
 - The Board voted unanimously to approve the amendments to the by-laws previously distributed and discussed.
- ED Search Committee: Barry (recruiter) to be on-campus in October; plans 4 focus groups with parents and staff post October open Board meeting.
- Strategic Planning Committee: Ensure coordination/sharing of information between search committee and strat plan consultant; select consultant by 9/27 and start 10/1; 3 stages requested: assessment of organization, create strategic plan; and provide detailed plan for 1st year (2020/21) for new Ed to follow;
- Exec Committee: Creating a diversity focus; develop diversity, equity and inclusion mission statement and committee; Lynn Jennings accepted to chair; use CFA support; distribute Board Chair Letter to Community; discussion on October Open Board meeting:
 - Introduction from Chair including Roles /Responsibilities (distribute slides in advance along with Agenda (?) and date/time/location, Pizza and child-care offered by Board; other agenda items per usual.
 - Committee Chairs to present as well (purpose/role of committee & update per usual procedures; drafts to be submitted by October 11
 - Sign-up sheet for questions to provide structure, limited to 3 minutes; indicate which questions appropriate for Board vs Management; management questions to be answered by ED in other venue or in newsletter.
- **Report from Interim Executive Director**
 - 516 Enrollment vs 519 PCSB target; greater movement at lower school than in previous years due to MS uncertainty.
 - Positive feedback from the community on School operations.
 - Leadership executed School start really well (NL and CB – well planned but execution on target!).
 - Staff: cooperation evident; better communications and “open” leadership cited as improvements.
 - MS Improvements – mostly systems and process but having positive impact; MS is more orderly, less chaotic.
 - Assessing Inclusion team – compliance a focus; team needs support and mentoring.
 - Diversity/Justice/Race/Equity: CMI unbalanced in diversity and professional tracks; will be a focus for the year; parent K. Green agreed to help/assist.
- **Executive session (trustees only) - NA**
- There being no further business to be transacted, the meeting was adjourned at 7:22.

Respectfully Submitted,
ONapolitano