



Board Meeting Minutes

A meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on November 18, 2019. The meeting was called to order at 6:08 PM.

The following Board Members participated in person: Dr. Val Wise, Dr. Neal Brown, Dr. Lynn Jennings, Ornella Napolitano, Navin Nayak, Matt Walker, Jennifer Wallace. Dionne Tyus Garvin, Jeanelle Johnson, Prita Patel participated by phone. Jerry Zayets was absent with notification.

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

Present for Opening Items and AEC updates: Lorna Dill, Director of Middle School, and Abigail Sheffer, Director of Lower School.

1. Opening Items

- Trustees and school leaders introduced themselves (for the benefit of newest trustee Dr. Neal Brown).
- The Oct 2019 Board Meeting Minutes were presented for consideration. The Board voted unanimously to approve the Oct 2019 Board Meeting Minutes.

2. Committee Updates

Each committee provided a description of its work and an overall update:

- AEC: Chair Dr. Lynn Jennings, CAO Nayamka Long, MS Director Lorna Dill and LS Director Abigail Sheffer reviewed CMI academic goals and strategy, including:
 - Social and Emotional Learning development
 - Teacher involvement in deciding strategies and norming protocols
 - Summary of “conscious discipline” as overwhelming choice for top strategy
 - Use of consultant for professional development to align with strategy
 - Plan to scale up strategy in 2-3 years
 - Board to see mid- and end-of-year student academic data at future board meetings
- Finance:
 - Details in Board book on days of cash on hand, changes due to updated numbers for ELL and at-risk students
 - FY19 Audit went smoothly, with no material issues identified; Finance Committee recommends board accept FY19 audit; Motion passed unanimously to accept FY19 audit (new member Dr. Neal Brown abstains).

- RFP out for architectural design on new space in Sherman South; hope to pick by early December
- Governance:
 - Will explore selection of new parent trustee to replace Jerry Zayetz, with prioritization of middle school
 - Updated Board documents to reflect new members
 - Plan to “clean up” Board Book, move old or unused items to historical folders to facilitate easier use
 - Will add CMI charter application to School Policy Manual
 - Will send dates of upcoming school events to board
- Exec Committee: Will consider supervision of interim ED in December.
- ED Search Committee:
 - Completed focus groups with parents and staff
 - Link to new survey to be sent to parents in coming days, with response deadline in December; plans to get more staff input also
 - Review of process, timeline, focus on diversity, Bellwether help
- Strategic Planning Committee:
 - Review of Planning Activities and Timeline document, including notice to parents and overall process, Bellwether help
 - Focus on creating diverse group
 - All tracks with ED search by design
- REDI: Will meet in November to consider goals and plans

- **Report from Interim Executive Director**
 - Updates on playground issues, enrollment projections, inclusion program, professional development for teachers and staff
 - Equity work has begun with Point Made Learning
 - Reviewing resumes for Data Manager position

- **There being no further business to be transacted, the meeting was adjourned at 7:53.**

Respectfully Submitted,
Matt Walker