

CVMCS Executive Board Minutes
April 16, 2020
Via Webex

Meeting called to order: 12:05pm

On the call: Jeremy Gragert, Rebecca Brustad, Mark Lundin, Shannon Paulus

Guests on the call: Todd Johnson, Pam Hermodson

Update from Todd

The school had been closed due to COVID-19 for two weeks, but now closed indefinitely. Todd's opinion is that we will not be back this year. Learning has shifted to making sure there aren't education gaps before the fall begins. The district came out with guidelines for the number of minutes spent on instruction at home.

Complexities regarding special education, individual situations. Will not be doing one-on-one sessions because it is not safe.

The building is locked down tight and has been thoroughly cleaned. Custodians only, other than principal on a limited basis. Working on painting some walls, etc. Pam is now involved with all of the district meetings, and Todd has begun prepping her to take over as principal. Todd reached out to the superintendent about the contract, which still needs to be voted upon by the school board. Superintendent search: The last session with candidates is tomorrow. Pam and Todd have attended.

Annual Meeting

We are expected to do a board evaluation and a principal evaluation. Do we need to do a principal evaluation if Todd is retiring? Mark thinks we should do it. Last year we did a paper survey. Rebecca can look for documents from the past, and we will have people do it ahead of time via Google Form, or Survey Monkey. Rebecca will take point on that task.

New members and officers are the big things that we need to cover during the Annual Meeting on May 5th.

Todd can send out an invite via Webex.

Todd will prepare a "state of the school" presentation.

New Board Members:

Sara Meeks was elected to the Parent Rep position.

Abbie Williams resigned yesterday as a Community Rep. We will have 3 openings for community reps. We have 5 nominees for Community Reps, and Candice sent a reminder for them to send her bios, so she can get them ahead of the meeting. We would invite the 3 top members to the Annual Meeting to finalize their membership. Rebecca will be in communication with Candice. We are well positioned to have a full board.

Officers

Josh has raised his hand to be secretary. So Jeremy will only take minutes for the annual meeting.

Jeremy can do a call with Josh to get him oriented on the minutes.

Committees

Abbie was going to be the Identity Committee Chair, but she is resigning, so we need a new chair. Pam, Barb, Liz, and Abbie will no longer be on the committee since they will no longer be on the board. Melissa as a teacher has been going to the meetings. Shannon has gone occasionally but not as an official member. We will need to recruit for it.

Principal Onboarding

Do we need to do much from a board perspective, since Pam is so familiar with the school? Pam and the board can work together with the superintendent for a year or so, and then see what extra resources she needs. Todd will see what resources are available through the Wisconsin Charter School Resource Center.

Teacher Transitions

Only Pam's teaching position will need to be filled. We will need to recruit a governance board member to serve on the interview panel. The principal will reach out to see who is interested when the time comes, likely in June or July.

Bylaws Review

Mark and Shannon are on the task force. Will have recommendations for the Governance Board, possibly in May. There were some questions about the officers. Will be sent out to the larger group. Need to clarify with Josh to know.

Rebecca shared appreciation for the work of the task forces, and their productivity this past year.

Strategic Plan & Summer Retreat

Rebecca said that since we may not be able to have a summer retreat, she was thinking we could possibly start tackling it via email. Mark thinks we should prepare to not be able to be together, and suggests we assign some readings so we have some things to discuss. Maybe we should look at August. Rebecca suggests initial review by the exec board of the strategic plan, and then get some materials from the resource center. Will get some materials out in June and July, and then assess if we can meet in August. If we cannot, we will do a virtual meeting.

Budget Review:

The budget has been submitted, but none of it has been approved. Rebecca said we are planning a budget review, and education, for a future meeting. Does the timing feel right for it in May? Mark suggested there might be a lot of changes to the budget given the situation with COVID-19. Shannon would be interested in hearing what the changes could end up being, more than about how we currently do it. Todd said that it looks pretty stable, and he doesn't see any changes for next year. He said we were not asked to make any cuts... yet. Shannon asked if the timeline will be delayed to get budgets approved. Todd said there is just some delay for the district to adjust with distance learning.

General May 5th Meeting

Todd can send out an invite to the meeting via Webex.

We will want to have a Bylaws discussion

We will want to be prepared for public comment, with a time limit of 4 minutes per person.

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Meeting adjourned at 12:53pm

Minutes by Jeremy Gragert, Secretary