|  |
| --- |
| **October 15, 2020 Board Meeting** |
| **Date and Time** |
| October 15, 2020 at 4:00 PM |
| **Location** |
| Houston Classical Charter School – 6403 Addicks Clodine RdHouston, Texas 77083 **Zoom**: <https://us02web.zoom.us/j/87640309403?pwd=MklBa2VQYmNSR2I1aFIyZkVBTzBYZz09>  |
| **Attendees** |
|

|  |  |  |
| --- | --- | --- |
|  | **Attendee** | **Role** |
| **X** | Adrienne Amin | Board Chair |
| **X** | Chris Smith | Vice Chair & Treasurer |
| **X** | Mira K. Shah | Secretary |
| **X – 4:11PM** | Fred Barrera | Board Member |
| **X** | Aaron Dominguez | Board Member |
| **X** | Whitney Guarisco | Board Member |
| **X** | Maria Montes | Board Member |
| **X** | Portia McKenzie | Board Member |
| **X** | Mike Van Alstine | Board Member |
| **X** | Deyvis Salazar | Head of School |
| **X** | Jackie Hernandez | Guest – CSS  |
| **X** | Kaitlin Stavek | Guest – CSS  |
| **X** | Jordan Elliott | Guest – CSS  |
| **X** | John Garland | Guest – TEA |
| **X** | Drue Ann Wise | Guest – TEA |
| **X** | Natalie Elliott | Guest - TEA |
| **X** | Nina Gonzalez | Guest –TEA |
| **X** | Madelyn Marrs | Guest |

 |

|  |
| --- |
| **October 2020 Board Meeting Agenda** |
| **Time** | **Min** | **Topic (s)** | **Lead** | **Materials** | **Action** |
| 4:00 | 5 | Open Meeting, Roll Call, Welcome | Board ChairBoard Secretary |  | **TIME STAMP****ROLL CALL** |
| 4:05 | 2 | Approve Board Minutes | Board Chair | Agenda |  |
| 4:07 | 30 | **School’s Update:** * Enrollment
	+ Up to date, Continued Efforts, Next year
* Teaching & Learning
* Assessments
	+ Data on Reading and Math
* Grants
	+ Charter School Growth Fund, Brown Foundation
* Board trainings
 | HoS |  |  |
| 4:37 | 30 | Presentation by CSS of Financial Reporting  | CSS Staff  |  |  |
| 5:07 | 5 | Update: Governance Committee  | Governance Committee  |  |  |
| 5:12 | 10 | Update: Development Committee  | Development Committee  |  |  |
| 5:22 | 5 | Update: Board Chair Update  | Board Chair  |  |  |

|  |
| --- |
| **October 2020 Board Meeting Notes** |
| **Meeting Notes** |
| **Start Time: 4:03PM CST*** **Open Meeting, Roll Call, Welcome**
* **Remarks from the Public**
* **Approve Board Minutes** – moved, motioned, seconded. Approved.
* **School’s Update:**
	+ **Enrollment**
		- **Up to date:** started with 65, currently at 55 (families moved)
		- **Continued Efforts:** weekly canvasing at local businesses and day cares
		- **Next year:** potential bussing due to families moving not too far away, but needing transportation. Partnered with Apply Houston for next steps for 21-22, launching in December (applications will go live). Determining failures/mishaps to enrollment for 20-21, what can we do for the next year
	+ **Teaching & Learning:** First few weeks have been virtual, culture building was very hard. So when students returned in person, culture building began (systems/routines/structures). Observation cycles and data collection has begun.
		- **Report Card Conferences:** October 19th
	+ **Assessments**
		- **Data on Reading and Math:** most students at HCCS did not attend a PK program, and kinder/1st graders have not had school since March 2020 (lots of learning loss).
			* **F&P assessments:**
				+ 80% K students are Pre-A, therefore focus is phonics; goal is by November students are at a B, and D by EOY.
				+ 80% of 1st students are A and B (two are currently at G), goal by November is G, and by J by EOY
		- MAP testing data will be shared at the November benchmark
		- Math formal assessments have been conducted/collected (math)
	+ **Grants**
		- **Charter School Growth Fund:** leaders of color application, process was delayed. We are approved, but will find out the amount soon (between $200K - $600K)
		- **Brown Foundation:** submitted application to Brown for $65K for expansion and growth, approved, and will know next week if funding is approved.
	+ **Board trainings:** all board members have completed their trainings.
* **Presentation by CSS of Financial Reporting**: review the September Board Report (emailed by DS)
* **Update: Governance Committee:** welcome Mike! Meeting monthly as a committee. Touching base on board development and training.
	+ 100% board members have completed board trainings by the deadline
	+ Working on a portal for all key documents to be housed
	+ Working on a new onboarding process for board members (using TalentEd)
	+ Utilize Dropbox to upload/review documents
* **Update: Development Committee**
	+ Potential fundraising activities pre and post-COVID
	+ Upcoming: Giving Tuesday campaign
		- Want to be able to grow and build up from what we did in SY19-20
* **Update: Board Chair Update**
	+ Anyone who is interested in a higher level role at HCCS – let Whitney and Mike know
	+ Thank you BOARD for your hard work. Deyvis – we are extremely proud of you!!

**Closing: 4:56 PM CST** |
| **Executive Session** |
|  |
| **Action Items** |
|  |