



## Board Meeting Minutes

A meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on July 22, 2019. The meeting was called to order at 6:28 PM.

The following Board Members participated in person: Ornella Napolitano, Jerry Zayets, Jeanelle Johnson, Eric Reese, Dr. Lynn Jennings, Matt Walker, Dionne Tyus Garvin, Dr. Val Wise; Chuck Jackson ex officio.

Craig Bednarovsky, CMI COO, was also present.

### 1. Opening Items

- The June 2019 Board Meeting Minutes were presented for consideration. The Board voted unanimously to approve the June 2019 Board Meeting Minutes.

### 2. Committee Updates

Each committee provided a written update on notes/slides in Board Book:

- AEC (Lynn): Presented summary of June AEC committee meeting, including upcoming plans to consider testing schedule and methods.
- Finance (Craig): Renewals reviewed, including Workmans Comp and general business reviews. Cash on hand at end of year looked good. Audit starts Sept 9.
- Development (Dion): Some grant applications are on hold during transition, some already submitted. Will consider whether CMI qualifies for SOAR grants.
- Governance (Matt):
  - Reviewed draft Governance Committee goals
  - Discussion of ideas to amend CMI bylaws—
    - Eliminate Development, Facilities as standing committees; fold into Finance committee
    - Create four standing committees: Keep 1) Academic Excellence, 2) Finance, 3) Governance; add new 4) Executive Committee, to include chairs of all committees; Finance, Governance, AEC, and Board Chair/Vice Chair
    - Add ability for board to create “ad hoc” committees as needed
    - Create two ad hoc committees
      - 1) New Strategic Planning Committee, to include focus on school culture
      - 2) Continue Executive Director Search committee
  - Revise committee meeting requirement to quarterly minimum
  - Board unanimously agrees to these amendments

- AEC Committee will invite Nayamka to join; Finance Committee will invite Craig to join.
  - Matt to draft edits to bylaws to implement all changes; will share with board over email, so that revised bylaws can be adopted at August board meeting
- Board unanimously approves slate of officers, committee chairs, committee assignments. Approved slate attached to these minutes (see below).
- **Report from Interim Executive Director**
  - Review of draft Interim ED goals:
    - Assess general school culture and recommend process for improvement as needed;
    - Assess leadership structure and staff and recommend changes as need;
    - Maintain or exceed academic achievement;
    - Maintain financial stability;
    - Create the framework for assessing the school programmatic model;
    - Assess the middle school and recommend improvements or modifications.
  - Interim ED to do discovery, come up with plans for goals.
- Review of immediate priorities:
  - Permanent ED search update—remaining board members to complete ED profile, review of phase/activity/timeframe document.
  - Accreditation—Nayamka, Lynn, Chuck to handle
  - Communication plan for parents and community to be developed by Strategic Planning Committee
  - Open board meeting to be held on October 21
  - School almost fully staffed
- There being no further business to be transacted, the meeting was adjourned at 8:51.

Respectfully Submitted,  
Matt Walker

<b>Name</b>	<b>Start of Term</b>	<b>Committee Assignments for 2019-2020</b>
<b>Dionne Tyus Garvin</b>	10/2016 (exit 9/2019)	<b>Strategic Planning (Chair)</b> ED Search Committee Executive Committee
<b>Dr. Lynn Jennings</b>	3/2018 (exit 2/2021)	<b>Academic Excellence (Chair)</b> ED Search Committee Executive Committee Strategic Planning
<b>Jeanelle Johnson (Treasurer)</b>	1/2019 (exit 12/2021)	<b>Finance (Chair)</b> Executive Committee
<b>Ornella Napolitano</b>	9/2014 9/2017 (2 <sup>nd</sup> term) (exit 9/2020)	Executive Committee Governance Finance
<b>Prita Patel</b>	5/2017 (exit 4/2020)	Finance Governance
<b>Eric Reese (Vice Chair)</b>	11/2016 (exit 10/2019)	Governance Strategic Planning
<b>Matt Walker (Secretary)</b>	12/2016 12/2019 (2 <sup>nd</sup> term) (exit 11/2022)	<b>Governance (Chair)</b> Executive Committee
<b>Dr. Valaida Wise (Interim Board Chair)*</b>	11/2018 (exit 10/2021)	<b>ED Search Committee (Chair)</b> Academic Excellence Executive Committee Strategic Planning
<b>Jerry Zayets Parent</b>	8/2015 8/2018 (2 <sup>nd</sup> term) (exit 7/2021)	Finance Strategic Planning ED Search Committee
<b><i>Vacant Parent Trustee</i></b>		

<b><u>Vacant Parent Trustee</u></b>		
<b>EX-OFFICIO Chuck Jackson (Interim ED)*</b>	7/2019	

\*Interim Board Chair and Interim ED are ex officio members of all committees

<b>Committee</b>	<b>Members*</b>
Academic Excellence	Dr. Lynn Jennings, Chair Dr Valaida Wise Nayamka Long Parent Trustee TBD
Finance	Jeanelle Johnson, Chair Ornella Napolitano Prita Patel Jerry Zayets Craig Bednarovsky (COO)
Governance	Matt Walker, Chair Ornella Napolitano Prita Patel Eric Reese Parent Trustee TBD
ED Search Committee	Dr Valaida Wise, Chair Dionne Tyus Garvin Dr. Lynn Jennings Jerry Zayets
Strategic Planning	Dionne Tyus Garvin, Chair Eric Reese Dr. Lynn Jennings Dr. Valaida Wise Jerry Zayets Parent Trustee TBD
Executive Committee	All committee chairs + past board chair (Lynn, Jeanelle, Matt, Val, Dionne, Ornella)

\*Interim Board Chair and Interim ED are ex officio member of all committees