



## **Board Meeting Minutes**

A meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on August 19, 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, Matt Walker, Chuck Jackson ex officio.

Dionne Tyus Garvin participated via phone. Jeanelle Johnson was absent with notification. Jerry Zayets was also absent.

Present at start of meeting, from CMI school leadership: Craig Bednarovsky, CMI COO; Nayamka Long, CAO; Abby Sheffer, Lower School Director; Lorna Dill, Middle School Director. Abby and Lorna left after Opening Items; Craig and Nayamka remained for Committee Updates and Interim ED Report.

### **1. Opening Items**

- The July 2019 Board Meeting Minutes were presented for consideration. The Board voted unanimously to approve the July 2019 Board Meeting Minutes.
- Dr. Wise thanked Ornella for her service as board chair.
- Dr. Wise proposes moving to a consent agenda moving forward.
- School leadership introduced themselves, Board trustees introduced themselves; all briefly discussed plans and outlook for the upcoming school year.

### **2. Committee Updates**

Each committee provided an update:

- Interim board chair (Val) outlined her overall goals.
- AEC (Lynn): Will decide committee goals for year at next AEC meeting, including student outcomes from the end of SY18-19.
- Finance (Prita): Provided update based on documents in Board Book.
- Governance (Matt):
  - Reviewed draft Governance Committee goals; will revise in Governance Committee meeting to include board self-assessment and professional development.
  - Reviewed Matt and Eric interviews of 10 parents who applied to join the board; plan to narrow list with Val interviewing 3 finalists, narrow to 2 recommendations to join the board; communicate recommendations to all board members before Sept 23 board meeting; plan to vote on new parent board members at start of Sept 23 meeting.

- Matt drafted edits to bylaws to implement all changes, shared with GC; will share with entire board over email, so that revised bylaws can be adopted at September board meeting
- Executive (Val): Will meet in person before next board meeting
- ED Search (Val): Board members to finish job description ideas; Eric to coordinate all ideas into single document.
- Strategic Planning (Dionne): Committee had first meeting; created new folder in Board Book, with activities and timeline; next phase is developing strategic planning goals and getting feedback from community, along with potential RFP for consultants. Chuck outlined ideas on process, including community involvement and RFP.
- **Report from Interim Executive Director**
  - Review of engagement with staff, community, PCSB, to prep for school year.
  - School is almost fully staffed (1-2 vacancies).
  - Enrollment numbers look good.
  - Will make sure back to school night is on community calendar; other events to be identified within next week.
  - School opens in one week.
- **Executive session (trustees only)**
- There being no further business to be transacted, the meeting was adjourned at 7:22.

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)

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