



## Board Meeting Minutes

An in-person meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on January 23, 2023. The meeting was called to order at 6:06 PM.

The following Board Members participated: Dr. Lynn Jennings, Holly Oliver, Heather Curtis, Corey Gordon, Manny Hernandez, Lisa Raymond, Navin Nayak, Art Fields, and Mike Liddell.

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

### 1. Opening Items

- Mike Liddell conducted a roll call of Trustees in attendance.
- With a quorum present, Board Chair Navin Nayak called the meeting to order at 6:06 pm and provided opening remarks. The next board meeting will be held in March 2023.
- November 2022 Board Meeting Minutes were presented for consideration.
  - **Motion: Approve November 2022 Board Meeting Minutes** (Motion by Mike Liddell, Second by Navin Nayak). **Motion passed unanimously.**

### 2. Executive Director Report (Chuck Jackson)

Enrollment: The number of applications pending is higher than last year. EdFest didn’t post our open house information initially, but that has been rectified. We may have an additional open house if winter break doesn’t conflict with it. Ads went up today for open houses.

Staffing updates:

- Still waiting for one staff member to come back from medical leave.
- Officer Eric Flowers has been helpful with drop off and pick up lines, helping with traffic issues.
- ILT had a retreat to talk about the academic coaching role; will be engaging coaches more in the academic planning.
- Staff evaluations are complete for mid-year assessments.
- Hired a new comms manager and comms coordinator.

Academics:

- Evaluations almost wrapped up.
- Had an excellent development for teachers on how to engage ELL students.

- Debate team - had two students go to nationals.
- Alphabest after school program going well, pleased with progress.

#### Facilities:

- CMI has begun wiring for air handlers; CMI has been waiting for those for 4 years from AFRH.
- Running out of room, we think we can still squeeze into space for up to 2 more years.
- 32 classrooms is the current limit, we need 35 or 36 to meet projections.
- Growth committee has been discussing options.

#### Citywide status:

- Discussions about assessments are starting to happen.
- Chuck is monitoring and will discuss impacts as we know more.
- Child and Family Services Agency (CFSA) has some concerns about how things have been happening with investigations around academic neglect, good connection to high-level contact.
- Additional conversations have been happening around crime at city level.
- Charters are pushing to get School Resource Officers (SRO) back in schools.
- In the past CMI used to have an SRO, also have a former homicide detective on staff, we used SRO very infrequently.

### 3. Committee Reports

- **Academic Excellence Committee report (Lynn Jennings)**
  - Met January 6.
  - Lots of discussion about how to receive data, including training on how to set up a data calendar.
  - The committee is working with CMI on having a regular routine of what data to look at, scheduling a training for the board about how to look at the data, what it does and doesn't tell us, how the board can use the data.
    - This spring is a target for calendar and training.
  - Next meeting will look at mid-year data.
  - The education board recommends the full board do a deep dive on academic data twice a year.
- **Development Committee (Holly Oliver)**
  - Committee is working with staff on 10-year anniversary planning.
  - Talked a lot about upcoming events to celebrate the school and do potential fundraising.
  - End of April, want to have an event for the first CMI class graduating from high school to come back and celebrate.

- o May 4: We will be doing a fundraising event with Kwame Alexander, a poet and author with a Disney TV show in development. This would be the first time a board-led or staff-led fundraising event happened at CMI.
  - o Hopefully, we also have Kwame Alexander come to the school and do a presentation for students.
- **Finance Committee Report (Lisa Raymond)**
    - o 113 days of cash on hand, 3 days more than projected last month.
    - o Projecting to end the school year with \$4.96M cash on hand, above projections.
    - o Should be receiving additional money related to SPED in March based on adjustments.
    - o Craig: We have an RFP out for employer retention tax credit (ERTC). ERTC funds, good shot at getting some funds, accountant/auditor recommended. IRS takes time to turn that around.
- **Governance Committee Report**
    - o Jenni Wallace not in attendance, committee did not meet
    - o Thanks for filling out the assessment, if you haven't filled out your conflict of interest form send that in. Meeting in two weeks to go over the assessment. Make sure the spreadsheet is filled out.
    - o Likely going to make a recruitment push for new board members in the coming months.
- **Growth Advisory Group (Mike Liddell)**
    - o Growth committee has started working with new marketing hires to execute on a number of ideas we have had for promoting the middle school.
    - o We have also started talking about how to engage the school community in CMI growth plans.
      - We are hoping to do a parent and teacher survey in the next month or two to gauge priorities for the community.
    - o The board will have a large role to play in this decision, likely will be the biggest decision the board has had to make since the hiring of Chuck.
    - o There have been changes at AFRH, CMI's landlord, and lots of meetings with them about our existing space and where we could potentially expand given that the school is running out of space.
- **Creative Families Association (CFA) update (Heather Curtis):**
    - \$100 gift cards to all teachers and staff for holiday from CFA.
    - Also provided \$10 voucher for book fair to students.
    - Auction, May 13 will be a social event t H street social club, parents will be able to sponsor teachers to go.
    - Movie night last week, 113 people attended.

- Lower school and middle school movie option
- Free popcorn and lemonade, sold pizza
- CFA asked to bring up 2 things with the board:
  - They would love to have a storage space in the school building
  - Room parents - are they still waiting on emails? CFA would like to get that straightened out for next year.

#### **4. Closing Items**

- **Board voted unanimously to accept all reports as given (Cory Gordon moved, Heather Curtis seconded).**
- **There being no further public business to be transacted, the meeting was adjourned at 7:01 pm.**

Respectfully Submitted,  
Mike Liddell