



Board Meeting Minutes

A virtual meeting of the Board of Trustees (the “Board”) of Creative Minds International Public Charter School (the “School”) was held on December 11, 2023. The meeting was called to order at 6:11 PM.

The following Board Members participated: Tim Abram, Dr. Neal Brown, Kelly Carroll, Michael Curran, Heather Curtis, Imani Davis, Dr. Art Fields (by phone), Corey Gordon, Ebony Vines Jackson, Navin Nayak, and Lisa Raymond.

Also participating from CMI school leadership and staff: Chuck Jackson, Executive Director and ex-officio board member and Craig Bednarovsky, Chief Operations Officer.

1. Opening Items

- Navin Nayak, Board Secretary, conducted a roll call of Trustees in attendance.
- With a quorum present, Board Chair Lisa Raymond called the meeting to order at 6:11 pm and provided welcoming remarks.
- October 2023 Board Meeting Minutes were presented for consideration.
 - **Motion: Approve October 2023 Board Meeting Minutes** (Motion by Michael Curran, Second by Heather Curtis). **Motion passed unanimously with ten in favor (one abstention--Imani Davis)**

2. Committee Reports

- **Academic Excellence Committee Report (Corey Gordon gave this update).**
 - Plan to use data was presented
 - Supporting leadership team in use of data
 - Talking about staff culture
 - Coffee chats, open door, etc.
 - Invited Board Members to join “Learning Walks” and all to be “guest readers” in classes.
- **Finance Committee Report (Michael Curran)**
 - Michael gave a quick update on finances--no major changes since last meeting.
 - Craig review draft audit which had been shared with Board in advance
 - **Motion: Approve motion for Draft Audit.** (Motion by Lisa Raymond, Second by Ebony Vines Jackson). **Motion passed unanimously with nine in favor (one abstention--Dr. Neal Brown).**

- **Governance Committee Report (Navin Nayak)**
 - Governance Committee working on identifying a Board Assessment tool to have a self-assessment of the Board.
 - Looking for additional Board members and welcome recommendations
- **Growth & Development Committee Report (Lisa Raymond)**
 - Focus is on facilities search.
 - Priority in the new year is on communications--both with internal audiences (families, staff, etc.) and external audiences.
 - Working to educate ourselves on all aspects of the decision to ensure the larger Board is informed.
 - Charter Development Board presented on their role and value-add in the process
 - Clear principles on decision-making

Motion: Approve motion to accept all Committee Reports. (Motion by Heather Curtis, Second by Imani Davis). **Motion passed unanimously with eleven in favor.**

4. Community Comments

One parent raised concerns about the desire for continuity in his daughter's classroom, urging CMI leadership to maintain the current teacher, who is filling in after a departure. Chuck Jackson offered to meet with the parent to discuss the situation.

5. Closing Items

- Board Chair Lisa Raymond and other Board members stated their appreciation for members of the public taking the time to show up and engage with the Board.
- **There being no further public business to be transacted, the meeting was adjourned at 7:14 pm.**

Respectfully Submitted,

Navin Nayak, Secretary



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 October 23, 2023. The meeting was called to order at 6:05 PM.

The following Board Members participated: Neal Brown, Kelly Carroll, Heather Curtis, Art Fields, Ebony Jackson, Lisa Raymond, Navin Nayak, and Holly Oliver.

Also participating from CMI school leadership and staff: Chuck Jackson, Executive Director and ex-officio board member.

1. Opening Items

- Lisa Raymond, standing in as Board Secretary, conducted a roll call of Trustees in attendance.
- With a quorum present, Board Chair Navin Nayak called the meeting to order at 6:05 pm and provided opening remarks.
- July 2023 Board Meeting Minutes were presented for consideration.
 - **Motion: Approve July 2023 Board Meeting Minutes** (Motion by Art Fields, Second by Heather Curtis). **Motion passed unanimously with eight in favor.**

2. Committee Reports

- **Finance Committee Report (Craig Bednarovsky)**
 - Craig presented to the Board Members that CMI is required to submit a revised budget to the PCSB due to a 10%+ change in net assets as a result of funding from OSSE for teacher back-pay and unexpected interest from the ERC payment.
 - **Motion: Approve motion for revised budget for submission to PCSB** (Motion by Ebony Jackson, Second by Kelly Carroll). **Motion passed unanimously with eight in favor.**
- **Governance Committee Report (Jenni Wallace)**
 - Recommendation of Lisa Raymond as Chair and Navin Nayak as Secretary. Vice Chair role will remain vacant for now.
 - **Motion: Approve the Governance Committee recommendation and elect Lisa Raymond as Chair and Navin Nayak as Secretary of the CMI Board of Trustees.** (Motion by Navin, Second by Art Fields.) **Motion passed unanimously with eight in favor.**

- Governance Committee will propose facility search resolution in closed session.
- **Academic Excellence Committee Report (Nayamka gave this update in Corey Gordon's absence)**
 - The committee will meet with staff to set specific academic goals with focus on accelerating achievement and will plan a Board member training to ensure that all members, including new ones, are comfortable with the data dashboard.

3. Community Comments (do we need to add detail?)

4. Closed Session

- Recommendation by Board Chair Navin Nayak to convene a closed session due to (insert reasoning).
 - **Motion: Move to closed session at 7:32 pm** (Motion by Art Fields, Second by Neal Brown). **Vote passed unanimously with eight in favor.**

5. Return to Open Session

- Return to open session at 8:23 pm; Board Chair Navin Nayak reports that during closed session, the Board discussed a resolution regarding the need for CMI staff to identify a new school space.
 - **Motion: Approve a formal resolution directing the CMI staff to identify new school space** (Motion by Art Fields, Second by Lisa Raymond). **Vote passed unanimously with eight in favor.**

6. Closing Items

- Board Chair Navin Nayak states his appreciation for members of the public taking the time to show up and engage with the Board.
- **There being no further public business to be transacted, the meeting was adjourned at 8:40 pm.**

Respectfully Submitted,