

Chrysalis Executive Board Meeting

Minutes for Wednesday, November 14, 2018, 4:00 PM

Chrysalis Charter School

21945 Old 44 Drive, Palo Cedro, CA 96073

Call to Order

4:04pm Glenn calls the meeting to order

Present: Ryan Blais, Sara McCurry, Irene Salter, Jamie (parent and works at front desk), Glenn Zane, Laurinda Willard. Cheri Relph, and Crystal Padilla

Agenda Order

Good to go.

Approval of the Minutes

Ryan motions to approve last month's minutes. Sara seconds. Unanimously approved as presented.

Public Forum

The Board will allow any individual or group representative to address the Board on any subject not covered by an item in the agenda at this time. Another formal opportunity to address the Board will be given at the end of this agenda under "Items from the Floor." Additional opportunities will be given for the public to comment on various agenda items as they are recognized and given the opportunity to speak. The Board reserves the right to limit the time allotted to each speaker and the number of times an individual is allowed to address the Board on a given subject.

Each person who addresses the Board shall do so in an orderly manner and shall not make personal, impertinent, slanderous or profane remarks to any member of the Board, staff or general public. Any person who makes such remarks, or who utters loud, threatening, personal or abusive language, or engages in any other disorderly conduct which disrupts, disturbs or otherwise impedes the orderly conduct of any Board meeting shall, at the discretion of the presiding officer or a majority of the Board, be barred from further audience before the Board during that meeting.

Administrator's Report

- *Teacher visioning retreat outcomes - 4 main themes of concern that were brought up*
 - *Team - are we functioning well as a team? Difficult to get and receive feedback so everyone feels good*
 - *Time - not enough time to everything we want to do (prep time, time with planning partners, etc.)*
 - *Discipline, behavior and playground issues - miscommunication with aides, how to implement new behavior plan in a positive way.*
 - *Understanding roles and responsibilities and concern about them - admin, office roles, teacher roles, aide roles - what are individuals doing*
 - *Worked on all areas and problem solved. Armed teachers and aides with tools to deal with difficult conversations. Strategized about time - maybe look at bell schedule for next year. Irene's time - Irene can close her door at certain times. Playground committee established - enliven, engage and make the playground more fun, make sure everyone is trained in restorative chats. Roles and responsibilities - shared "day in the life of me".*
 - *3-5 years long term goals - put this on hold for January until these 4 areas are better under control. Will reevaluate in January.*

- Aide/office staff position changes - *currently: Ariel in front office 8am - 1:30pm (in office, playground or PE), Jamie 11:30am - 4pm, Brenda and Kathrine do their thing*
 - *Ariel will be resigning from front office, will remain in Project Share*
 - *Staff wants to combine Ariel and Jamie's job to create a better distribution of responsibilities and with hope that salaries will balance out.*
 - *Smaller committee to look at the roles and responsibilities of office team. Committee is reviewing a draft, then will be sent to teachers co-op, then post on EdJoin, Parent Square, etc. Jamie will assume 8am - 4pm office time (to include Ariel tasks and playground/PE).*
- Shasta County board report and presentation
 - *Well received presentation, loved kids' marketing video*
- CA Dashboard submission
 - *Submitted, Irene will send to us*

Items for Discussion

- Development committee report out
 - *Main outcome: put off annual giving campaign. focus on gift card drive and Courtney's fund. Will do more fundraising around multipurpose room in the spring, if ready.*
 - *Will get registered at a raffle organization for Disneyland tickets*
- SELPA Workgroups and program review
 - *Shasta SELPA is doing major reorganization (has been struggling to work with smaller and larger schools). Irene is participating in their meetings to make sure Chrysalis has a voice and gets what we need - example: placement options for special day classes if needed, make sure smaller schools have a voice (lack of representation - only two votes)*
- State testing and other data review
 - *What can we learn about the data? Irene is encouraging teachers to have the conversation with their planning partners and cohorts to find out what we can learn from the data. This has been tabled twice in previous teacher meetings.*
 - *Questions for teachers when they have time:*
 - *Are we looking for patterns in sub-standards/specific skill sets? What further instruction is necessary?*
 - *How does it compare to iReady, other test scores, progress reports?*
 - *How does it compare to previous years scores?*
 - *Why is there so much variance between grades?*
 - *4:34pm, Cheri and Crystal join*
 - *How we compare to other schools in our region - 12th in language arts and 12th in math amongst county wide schools. Above county average. (54 schools total)*
 - *How many K-8 schools don't show up on this graph? We only need to compare ourselves to other K-8 schools.*

Items for Consideration

- Facilities long term planning - decide next steps
 - *Teachers have a rough “needs” assessment, thought of it as purely function, but spoke with James (architect) at retreat. James brought up other needs (example: lighting, acoustics, ceiling height, etc.)*
 - *Facilities committee will refine ideas and bring to teachers, probably discuss at December’s board meeting*
 - *Spoke with lawyer and diocese and Redding Christian.*
 - *Diocese - they like us as tenants, probably would not be adverse to a lease extension, would add clause in agreement to pull back value if lease is ended early, asked for sketches of where building might go, not in a position to put up any capital - would be Chrysalis money, Will recognize it as a Chrysalis building. rent reduction or they pay us for the value of the building over time... proposal for how to transfer value of building, building diagram/site, etc. draft of this in the spring to possibly hire an architect/contractor this spring. (Irene will send us possible sites to us, for conversation later in December)*
 - *Redding Christian - they have had trouble getting the Diocese to extend their lease (also up at the end of 2020). Hoping to get additional 5 year extensions, want to put in solar*
 - *Find out from the diocese - who will our possible sharing tenants be? (If not RCS)*
 - *What do we, as a Board, want to do to move this project forward?*
 - *Talk to a fire marshal - what is the footprint that is required for X amount of people and for different types of seating (floor, tables, etc.) Are bathrooms required? If so, how many? Glenn would want additional expertise with this discussion. Ryan could help out.*
 - *Meet with budget office at SCOE - how much of money in the reserve is available to spend before fundraising is needed?*
 - *3. talk to SCOE facilities manager - what has been built in the area that is comparable? Price/square foot? Get rough price estimate*
 - *Need to designate a subcommittee to explore the options approach the fire marshall, and others as needed, to get their official opinion about the multipurpose space*
 - *Irene motions to create an ad hoc committee to explore the size, use, design, constructing and financing of a multipurpose room and the committee should be empowered to bring info back to the whole board by the January board meeting. Sara seconds. Unanimous vote in support.*
 - *Irene motions to have Ryan, Glenn and herself on the ad hoc committee. Cheri seconds. Unanimous vote in support.*

Items from the Floor

None

Next Meeting Date – Wednesday, December 12, 2018 4:00 pm

Other Important Dates –

- Mon, Nov 19 - Fri Nov 23 - NO SCHOOL, Thanksgiving break
- Wed, Nov 28, 3 pm Parent Club meeting
- Tue, Dec 11 -- MINIMUM DAY, 12:30 release -- teacher collaboration
- Tue, Dec 11, 6:00 pm Winter Program dinner and show!
- Wed, Dec 12 - 4-6 pm Board meeting
- Fri, Dec 21 - Mon, Jan 7 -- NO SCHOOL, Winter break
- Tue, Jan 8 -- School back in session

Adjournment

Cheri motions to adjourn. Sara seconds. Unanimous vote to adjourn. 5:17pm meeting adjourned.

Americans with Disabilities Act Assistance

If you require assistance for participation in this public meeting, please notify Brenda Probst at (530) 547-9726. We will make every effort to ensure equal access to a Chrysalis Board meeting.