

# Chrysalis Executive Board Meeting

Minutes for Wednesday, February 12, 2020, 4:00 PM

Chrysalis Charter School

21945 Old 44 Drive, Palo Cedro, CA 96073

## Call to Order

*4:04pm Ryan calls the meeting to order.*

*Present: Ryan Blais, Irene Salter, Glenn Zane, Cheri Relph, Sara McCurry, Laurinda Willard*

*Absent: Crystal Padilla (will be arriving later due to parent conferences)*

**Agenda Order** (NOTE: Irene has a parent conference 4:00-4:20 pm and the agenda is structured to reflect that. Meeting will still start at 4:00 pm.).

## Approve Minutes

*Irene moves to approve the minutes as written. Sara seconds. Unanimous approval.*

## 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.

## Items for Discussion/Action

- Administrator review process and timeline
  - *Angela, Brenda and Laurinda will work on summarizing the evaluation*
  - *Cheri will email teachers to see if they want the Administrator to see the raw comments and and its okay with the co-op that Angela, Brenda and Laurinda are the only ones to see the raw data*
  - *Board wants to provide a summary regardless of whether raw comments are seen*
  - *Evaluation will be presented to Irene at April's board meeting*
  - *Evaluation will roll out after February break*
- Review and approve change to Bylaws and Charter to modify Composition of Board
  - *Cheri motions to approve the Bylaws and Charter to modify the Composition of Board. Glenn seconds. Unanimous approval.*
- CLOSED SESSION: 4:30 pm (time certain) Student #14300 attendance
  - *Closed session began at 4:30pm, mom of student #14300 joined*
  - *15 or more unreasonable tardies, meeting the step of making 90% attendance*
  - *4:55pm Cheri leaves meeting for parent conferences. 5:02pm Crystal joins meeting.*
  - *Board discussed and made a recommendation.*
- Approve School Safety Plan
  - *Required to review and approve annually. Site council may have some edits based off new research from a planning document for school safety. Board sees nothing to update at this time and will await edits from Site Council if any.*
  - *Irene motions to continue using School Safety Plan with no changes. Glenn seconds. Unanimous approval.*
- Review and approve Conflict of Interest Code
  - *Follow up on "family member" definition and went over with lawyer.*
  - *Board wants to omit "directors, or family members, that were" under Board Make-Up section on page 2.*
  - *Irene motions to approve the Conflict of Interest Code with the omission of the phrase above. Sara seconds. Unanimous approval.*
- Budget outlook

- *This year we might run a deficit. Last year we had a surplus that will cover this year's deficit. Going forward, would like to have a nice clean budget... will need to make budget cuts (about \$90K out of approximately 2 million). Irene would like to itemize needs and wants (like in the past) and have the teachers rank order all of those items. Irene will research the costs. Ranked list will be brought to the board to approve. April meeting - see the slate of items to discuss. May - new budget will need to be approved.*
- Charter legislation and impacts on renewal, credentialing, and more
  - *Charter is up for renewal next year. Chrysalis falls into the "mid-performing" category and will most likely get a five year renewal term.*
  - *Changed how LCAP is done (new template and documentation) - Irene is attending training on March 4. Will aim to keep LCAP with one goal (our mission).*
  - *Credentialing will need to be looked at carefully. More information is coming out, Irene will keep us posted on these changes.*
- Discuss state testing and iReady student data 2018 to present
  - *ELA above state standard*
  - *Math above state standard*
  - *Reading and iReady - more students are performing at grade level*
  - *Math iReady - also more students performing at grade level*
  - *Carefully watching students that are really low and making sure they are growing to grade level*
  - *Information is on the CA Dashboard website and open to the public*
- Reconsider policy regarding declining an open seat (on application)
  - *Importance of filling every seat vs. honoring parents decision to not move their children in the middle of the year*
  - *Make exceptions when circumstances arise*
  - *Stay on the waitlist when it's late in the school year*

#### Administrator's Report

- SELPA update
  - *Accepted into EdCOE. Within that the North State JPA is still being worked on and exploring options - board meeting following February break to discuss.*
- Administrator applications starting to come in
  - *Lots of potential admins touring the facility. Two applications is hand, looking to receive at least 4 total applications.*
- Giving campaign update
  - *Didn't meet \$12,000 goal or 100% contribution goal, but did make \$6000. Will cover costs of field trip/field study fees/sports programs.*
- Celebrating our basketball, Odyssey of the Mind, and VEX teams!
  - *Basketball starting games end of February*
  - *Odyssey of the Mind competition end of February*
  - *1 of 3 VEX teams made it to the state tournament*

#### Items from the Floor

*None*

Next Meeting Date – Wed, March 11, 2020 4:00 pm

#### Other Important Dates –

- Tue, Feb 11 - Fri, Feb 14 - MINIMUM DAYS 12:30 release for parent conferences
- Mon, Feb 17 - Fri, Feb 21 - NO SCHOOL, February break
- Thu, Feb 27, 7:30 am - coffee and donuts with Irene
- Tues, Mar 10 - MINIMUM DAY 12:30 release for teacher collaboration
- Wed, Mar 11 - 4pm board meeting
- Fri, Mar 20 - NO SCHOOL, Saint Patrick's Day long weekend
- Mon, Apr 6 - Mon, Apr 13 - NO SCHOOL, Spring Break (school resumes Tues, April 14)

#### Adjournment

*Glenn motions to adjourn. Sara seconds. Unanimous approval  
5:50pm meeting adjourned.*