



**MEETING MINUTES
CAPITAL CITY PUBLIC CHARTER SCHOOL BOARD
REGULAR SESSION**

March 22, 2016

Attendance:

Trustees: Anne Wallestad, Alison Arnold, Jean-Claude Brizard, Alix Guerrier, Maggie Boland, Rochanda Hiligh-Thomas, Nick Rodriguez, Fred Sherman (phone)

Staff: Karen Dresden, Jonathan Weinstein, Belicia Reaves and Liane McGillen (for mission moment)

Guests: George Barsness (CBP Fellow by phone)

Meeting called to order at 6:30 pm

Welcome and Mission Moment:

Liane McGillen, Chemistry Teacher, and 10th grade student, Larisse, shared about the 10th Grade interdisciplinary expedition "Should We Tap It". Students are looking at water quality issues in four regions: Flint, El Salvador, Kenya, and the Gaza Strip. They are investigating the topic in chemistry and social studies considering both the scientific and human rights issues. The final product involves designing/recommending a water filtration system to address the water issues in their selected region.

Consent Agenda

The Board voted unanimously to accept the consent agenda that included minutes from the January meeting and the March school report.

Head of School Update

The Head of School provided a general update highlighting items from the March School Report. We had a successful Middle States Accreditation visit March 15-18. We were recommended for accreditation by the visiting team. This marks another milestone for our school. In the upcoming weeks Karen and her team are focused on the budgeting process and planning for next year. The budget will be presented at the May board meeting. As part of planning for next year, school leaders are surveying staff and developing a staff retention plan. Consultant Deanna Butts is supporting Karen and her team with this work.

Strategic Question re-Fundraising

The Board considered the strategic question, "How much do we want to prioritize fundraising?" Anne Wallestad led this board discussion. Some of the tensions like how much to prioritize the Head of School's time for fundraising when there are important academic priorities, and how much we want to rely on fundraising when it can be an unpredictable source of income were discussed.

The development staff at CCPCS have managed communications and outreach in addition to fundraising and outreach/communication activities have likely pulled from a focus on fundraising. It might be good to have the communications functions separated in the roles of CCPCS staff. Karen can learn to be a strong “CEO-fundraiser”, but should not be filling role of Development Director.

It was agreed that Capital City should build individual giving capacity (individual, corporate, foundation), but is not looking for a “quick fix” or “silver bullet”. We want to apply our strengths in other areas (ie, strong vision and program) to support fundraising and use fundraising to build strength and capacity in other areas so that these things are not at odds. Five years from now we would like to have built the capacity and infrastructure and be achieving greater fundraising results from individual giving without putting a burden on the Head of School. The Board’s capacity to fundraise and support the effort should evolve and this should become a larger board priority.

Development: Update on Approach to Capital Fundraising

The Development Committee decided that we were not interested in doing a traditional capital campaign, but that we should look at capital fundraising as another option for giving. We do not currently have the prospect pool necessary and for a traditional campaign. We also don’t *need* the capital campaign to accomplish our current projects since we already allocated the funds to these projects (gym and theatre) and with the \$750K OSSE grant we have more than enough to complete the theatre project. We don’t want to miss the opportunity to raise additional funds for the projects, however, without the pressure and constraints of a capital campaign. These projects present an opportunity and funds we raise mean we have more funding for other projects and programs.

The staff has been working to develop materials for theatre fundraising including a web page, postcard, and 2-pager. There is a clear message: we already have a strong arts program that lacks the appropriate space and we have the opportunity and plan to develop a theatre to support the program. Drafts of materials were shared and will be made available to trustees once finalized. There is also a plan for naming opportunities and recognition on a donor wall.

There will be fewer events than initially outlined in January. We would like to have a few events—possibly a happy hour organized by board members in June and a party at someone’s home in the fall—but we are not looking to have a lot of events that would spread our board and staff too thin and may not deliver a return on investment. We are hoping all trustees will be involved in this effort.

Governance: Board Recruitment

The Governance Committee has talked to all trustees about plans for next year. Two current trustees are rolling off of the board at the end of the year (Hiram and Joe). We are looking to add three new trustees to fill these vacancies and the opening from when Andrew resigned from the Board earlier in the year. With new committee and leadership assignments, the vacancies are on the School Performance Committee, Finance Committee, and Development Committee.

We are working with Charter Board Partner and recruiting through our own networks. Board members should share candidates with Karen and add to the recruiting spreadsheet. We are looking to have prospective board members visit in April/Early May and meet with committee members. Our goal is to vote on the board slate and new trustees at the May meeting.

The meeting adjourned to Executive Session at 7:50 p.m.