



Minutes

CCDS Board of Directors Meeting

Date: Wednesday September 13, 2023

Time: 5:30 p.m.

Location: In-person, Middle School Campus

1-CALL TO ORDER & ROLL CALL: 5:30 p.m.

Present (In person): Devjani (Juni) Banerjee-Stevens, Ross Simmons, Melissa Pearson, Nick Trover, Santy Gray, Jocelyn Ahern

Absent: Charles (CC) Carter

2- CLOSED SESSION (5:34pm)

Conference with legal council- Significant Exposure to Litigation

Adjourned at 6:00pm- no action taken

Closed session to reconvene following adjournment of the regular session (minutes below)

3- REGULAR SESSION (6:05pm)

3.1- Approval of Regular Agenda - Santy moves to approve the regular agenda, Ross seconds the motion with note to the location correct. Location of meeting held in the middle school campus, not elementary campus as Regular Agenda stated. All in favor with 'aye' vote, no nay or abstention.

4- CELEBRATIONS -

Wendy-Celebrated Juni & Santy for the success of their Bonfire Storytelling event.

Gretchen- Celebrated that CCDS is fully staffed at this point in the school year.

Kelly- Celebrated a meeting she had with a 6th grade teacher about a writing seminar she attended this summer and all the amazing inclusive writing and reading that went with that.

Amie- Celebrated the 8th graders trip to Ashland!

Claudia- Celebrated all the CCDS parents for transitioning back to a school time routine which takes a lot of work.

5- PUBLIC COMMENT

4 speakers spoke, topics included changing the date of the Harvest Fair from Friday October 13th to Friday October 27th due to a potential scheduling conflict.

6- CONSENT AGENDA

Consent agenda – All matters listed are routine and will be enacted by one motion and no separate discussion. Santy motioned to approve Consent Agenda, Melissa seconds, all in favor with ‘aye’ vote, no nay or abstention.

6.1 Board report of checks

6.2 CUSD Nutrition Services MOU

6.3 BCOE SEL Focal School MOU

6.4 Approve 23/24 Stipend Schedule

6.5 Approve Minutes from August 9th Regular Meeting & Special Agenda

6.6 Accept the resignation of Board Member, Charles CC Carter

6.7 Approve substitute teacher pay increase from \$30.15 per hour to \$32.31 per hour

6.8 Add the persons listed below whereby they may be granted access and signing authority to financial systems and bank accounts:

Additional Authorized Signers:

- Elizabeth Bedia (A/R Technician)
- Stacey Owen (A/P Technician)

6.9 Remove persons listed below as authorized signers on financial and legal statements in regard to bank accounts, real estate, and other documents held by Chico Country Day School.

The following people are no longer authorized to sign for Chico Country Day School:

- Margaret Reece
- Jamie Scott
- Paul Webber

7-EXECUTIVE DIRECTOR'S REPORT

7.1 Enrollment

7.2 Opening of the School Year

7.3 Updates from Strategic Planning and progress on next steps

Wendy shared her leadership board report slideshow that highlighted- updated enrollment numbers per grade. Project Slice which was a fieldwork experience conducted with the teaching staff to prepare for the opening of the school year and also some updates from the Strategic Planning and how that's progressing.

8- DISCUSSION/INFORMATION ITEMS

8.1 Student Board Member Recruitment- The school is looking to add a middle school student board member to the CCDS Board of Directors. This student will sit on the

board in a non-voting capacity but will attend meetings acting as a student representative. Student member applications were handed out last week and the school looks forward to getting a representative soon.

8.2 Draft CCDS Goals Scorecard- Wendy gave an update on the CCDS Draft Scorecard that Learner Centered Collaborative helped make and gave an update on some goals, how the school was doing, and some upcoming work.

9- ACTION ITEMS

9.1 Unaudited Actuals- Gretchen provided the board with the unaudited actuals report and gave a breakdown of where we are at with revenue and expenses. She also suggested that it would be beneficial to restart the monthly finance team meetings with Gretchen Bender, Wendy Fairon, and Board Member Ross Simmons. Ross motioned to approve, Nick seconds. All in favor with 'aye' vote, no nay or abstention.

9.2 Consider Formation of Board Development ad hoc Committee- The Board accepted the resignation of Board Member Charles CC Carter and will move forward to start the recruitment process to replace him. Amie Parent explained the recruitment process for finding another Board Member. The committee will consist of two board members, one admin, and CCDS parent. The committee is as follows;

Board Members: Santy Gray & Melissa Pearosn volunteered

Admin: Amie Parent volunteered

CCDS Parent: Kelli Kurth volunteered

Board applications will be due by October 6, 2023 with a hopeful prospect brought to the November 8th meeting for a vote. Santy motions to approve, Nick seconds. All in favor with 'aye' vote, no nay or abstention.

9-ADJOURNMENT -

Next regular meeting is scheduled for Wednesday October 11, 2023 at 6:00pm

Juni adjourned meeting at 7:16 pm

10- RECONVENED CLOSED SESSION- 7:25pm (8:47pm adjournment)

Board action taken in closed session-

Upon adjournment of closed session Board Chair Devjani Banerjee-Stevens reported out the following actions:

10.1 By unanimous vote, Direct CCDS general counsel to request the immediate release of CCDS donations funds held by the NVCF in the school's name.

10.2 By unanimous vote, create a Parent Advisory Council under the Office of the Executive Director, to support parent volunteers, to act as the advisory council to our LCAP, to serve as the sole fundraising body, and to advise the Board of Directors on issues important to families including suggesting items for action or attention.