

PLANNING AND DEVELOPMENT COMMITTEE

Meeting Minutes

August 7, 2019

(Meeting held telephonically)

Present: Mike Dyer, Gaye Leo, Amy Gurtler, Natalie McKenney, Annie Gilbert, Amanda de Night, Karah Gagnon, Devin Grigg, Rhonda Donnelly, Connie Johnston

The meeting was called to order at 5:32 p.m. by Mike Dyer.

Topic	Discussion	Action/ Update
1. Community Development Reports	<p>Amanda reported:</p> <ul style="list-style-type: none">• Volunteer clinic - 55 volunteers participated, 36 were brand new• Tours – 105 conducted, 75 enrolled• Enrollment – Enrolled 92 new students for 19/20 school year 318 as of Monday (Increase of @78 students) Awesome news, Congratulations!• Events: “Sneak Peek” event held at Peter Piper Pizza Fall Festival, November 2• Continuing to push Google AdWords, Word of Mouth, Facebook advertising• Working hard on visible role re: social engagement and effective marketing <p>Annie reported Rome is staying on at Dobson, ten hours a month to do continued collaboration and building our outside relationships.</p> <ul style="list-style-type: none">• Volunteer hours -• Tours – 5 new since first day of school• Enrollment – Currently at 522, last year 448• Events: Meet the Teacher Night <p>Mike thanked Amanda and suggested there may be a change or more relaxed reporting re: community updates.</p>	
2. Board Growth	<p>Mike indicated Val Vista was asked earlier to campaign to seat another Board member. Rhonda Donnelly was recommended by Deb Baca, has completed required paperwork, and is attending her first committee meeting. Mike thanked her for giving of her time and encouraged her to reach out to other Board members to answer questions and learn expectations.</p>	

	<ul style="list-style-type: none"> • Rhonda introduced herself and indicated she has a 3rd grader enrolled at Val Vista (been there for 3 years). She also has a good technology background and is very excited to contribute as a parent representative. 	
3. Fall Work Session	<p>BCS Fall Work Session - Friday, September 13, 3:00 p.m. – 7:30 p.m.</p> <ul style="list-style-type: none"> • Draft Agenda was reviewed • Mike indicated he would like to be included in the meeting to assure input meshes with committee member comments. • Natalie indicated her concern is really knowing where to go when dealing with one-off situations (conflict, expulsion, employee situations) from the ground up. How we govern, who can provide guidance in specific areas. • Karah thought agenda looked good. • Mike requested Connie arrange for session snacks and his office will provide beverages. 	Annie to schedule meeting with Cathleen Dooley. Mike would like to participate.
4. Proposed Job Description	<p>Job Description: Senior Director of Finance and Operations, Central Office will be on the Governing Board Agenda.</p> <ul style="list-style-type: none"> • Will reserve discussion at Board meeting when more have had opportunity to review the description • Gaye – mentioned reference to language indicating position supervises Director of Finance • Karah – provided an alternate thought to leave the language to allow for future growth, and not have to redo down the road, • Connie – indicated a copy of the Job Description will be included in the Governing Board packet. 	Connie to provide members with job description copies after the meeting.
5. Consent Agenda Item	<ul style="list-style-type: none"> • Longevity Incentive for Completion of Service will be presented at the Board meeting as an Employee Handbook addition. • Ball Charter Schools currently caps number of personal days • Gaye indicated Dobson and Hearn have had people in the past with hours accumulated, who “sicked out” for year’s remainder • Purpose of change is to incentivize and let employees know there is a value to not cashing out on sick leave • Devin – indicated this was not a major problem in his past administrative position • Natalie – initial thoughts, agreed with Devin and Mike • It was noted: “Education is a different animal” • Gaye: Referenced 12-month Classified employees, who currently have to use time (i.e. fall break, Christmas, etc.). Perhaps this could be looked at another time. 	

6. Future Administrative Career Development Pipeline	<p>The Committee intends to keep this item as a focus topic pushing forward.</p> <ul style="list-style-type: none"> • A Vice Principal was hired for fall. • Dedicating time and resources of developing a career track will contribute to the continuity of the organization. 	<p>Leads: Karah /Gaye</p> <p>Karah will circle back with Annie on this item.</p>
7. BCS Branding	<p>Natalie had met with Rome and a Hearn parent recommended by Gaye. Will plan to move forward now that school is back in session.</p> <ul style="list-style-type: none"> • Redesign of the School website is a goal—more user and mobile friendly • Karah had a Val Vista parent suggest to include a tab identifiable as Athletics would be most helpful. • Parents have expressed the website is not maintained or updated---may be a financial issue. Need to invest in a total rebranding. • Rhonda kindly volunteered to assist Natalie as this is right up her wheel house. <p>Gaye noted in many cases, we are not as tech. savvy as our student’s parents and welcome assistance in this area.</p>	<p>Lead: Natalie</p>
8. Future Agenda Items	<p>Mike asked for any other items. There were none.</p> <p>Following comments were noted:</p> <ul style="list-style-type: none"> • Hearn is very busy. Great start of school. • 2d grade at Val Vista vouched for by Karah’s happy student • Amy’s children are very happy • Natalie – still has a 7th grader at Dobson Academy 	
9. Next Committee Meeting	<p>The next regular scheduled Planning and Development Committee meeting will be:</p> <p><i>Wednesday, September 4, 2019 at 5:30 p.m.</i></p> <p><i>Call in number will be: 480.867-4479, PIN: 2207</i></p>	

The Planning and Development Committee meeting adjourned at 6:22 p.m.

Meeting Minutes Submitted by: Connie Johnston, Board Coordinator – 8/8/19