

## PLANNING AND DEVELOPMENT COMMITTEE

### Meeting Minutes

**April 7, 2021**

Meeting held virtually: <https://zoom.us/j/2089401501?pwd=bHdWR3B2Ym5Xb0svRHdhYVlBTFlwQT09>, Meeting ID: 208 940 1501, Passcode: BCS3

**Participants:** Karah Gagnon, Annie Gilbert, Amanda deNight, Sarah Pinger, Dawne Winn, Ted Traud, Jane Vert  
The meeting was called to order at 5:33 p.m. by Karah Gagnon, Chair.

Topic	Discussion	Action/ Update
<p><b>1. Enrollment / Marketing Update</b></p>	<p>Amanda deNight reported she is holding quarterly meetings with the schools. Enrollment figures are::</p> <p><b>Val Vista</b></p> <ul style="list-style-type: none"> <li>▪ 347 Current</li> <li>▪ 21/22 385</li> <li>▪ Campus tours are frequent</li> </ul> <p><b>Dobson</b></p> <ul style="list-style-type: none"> <li>▪ 471 Current</li> <li>▪ 21/22 478.5</li> <li>▪ Ads have been revamped</li> </ul> <p><b>Hearn</b></p> <ul style="list-style-type: none"> <li>▪ 616 Current</li> <li>▪ 21/22 610</li> <li>▪ Planned an Open House and Husky Club Roundup</li> </ul> <p><b>Ball Charter Virtual Academy (BCVA)</b></p> <ul style="list-style-type: none"> <li>▪ 10 (new to us) interested parties. No enrollees, yet</li> <li>▪ Utilizing optimal platforms</li> <li>▪ BCS is on wait list for Next Door apps.</li> </ul> <p>Amanda was happy to report the number one way folks are hearing about ours schools--parent referrals. Great job!</p> <p>Dawne initiated a robust conversation regarding enrolling students after spring break. Thoughts expressed by attendees included:</p> <ul style="list-style-type: none"> <li>▪ Pay attention to capacity (be selective based on availability to service that student)</li> <li>▪ Be selective based on availability</li> <li>▪ Do due diligence in bringing back students</li> </ul>	

	<ul style="list-style-type: none"> <li>▪ Evaluate on own merits</li> <li>▪ Disclose to parent the student would have to take the test for your school and what would happen at that late date.</li> <li>▪ The sooner we get ahead on enrollment, the better as not to lose students, and assuring enrollment does not dip</li> <li>▪ The more connected a child is, the more likely they are to stay</li> <li>▪ BCS wants those out of state families</li> </ul>	
<b>2. Dobson Gymnasium</b>	<p>Annie provided an update. <i>Things are going swimmingly!</i></p> <ul style="list-style-type: none"> <li>▪ Ground to be broken at end of May (filling in retention areas)</li> <li>▪ Construction work will begin by end of summer</li> <li>▪ Concord Contractors selected</li> </ul>	
<b>3. Academic Director Job Search</b>	<p>Annie reported tweaks have been made to the Job Description and will be presented at April 12 Governing Board meeting.</p> <ul style="list-style-type: none"> <li>▪ About 60-100 resumes received</li> <li>▪ Some very qualified candidates in the group</li> <li>▪ First interview block has been scheduled</li> <li>▪ Interview committee consists of: Mike Sobieski Karah Gagnon Ted Traud Tom Pasinski Annie Gilbert</li> </ul>	
<b>4. Summary and Future Agenda Items</b>	<p>Karah called for Future Agenda Items:</p> <ul style="list-style-type: none"> <li>▪ Annie reported an offsite two-day <b>Combined Preservice</b> is being planned.</li> <li>▪ Amanda reported the Board’s <b>Staff Appreciation</b> event was well received Ted commented people loved it. Sarah agreed! Dawne indicated it was excellent—food was amazing and the staff really appreciated it.</li> <li>▪ The schools all hope to be able to use Mr. Wonderful’s food truck for other events!</li> </ul>	Include as an ongoing item preceding the end of July
<b>5. Next Committee Meeting</b>	<b>Wednesday, May 5, 2021 5:30 p.m.</b>	

Karah Gagnon adjourned the Planning and Development Committee meeting at 5:54 p.m.

*Meeting Minutes Submitted by Connie Johnston, Board Coordinator – April 7, 2021*