

APPROVED



**CHICAGO**  
VIRTUAL CHARTER SCHOOL<sup>SM</sup>

## Chicago Virtual Charter School

# Minutes

### Governance Committee Meeting

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#### **Date and Time**

Wednesday December 21, 2016 at 5:30 PM

#### **Location**

Learning Center, Polk Hall

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#### **Committee Members Present**

A. Richardson-Bryant, F. Jenkins, L. Milton, R. Lebron

#### **Committee Members Absent**

#### **Guests Present**

A. Berg, S. Harkins

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

#### **B. Call the Meeting to Order**

A. Richardson-Bryant called a meeting of the Governance committee of Chicago Virtual Charter School to order on Wednesday Dec 21, 2016 @ 5:40 PM at Learning Center, Polk Hall.

### **II. Non-Financial Compliance Matters**

#### **A. Conflict of Interest Policy Update - Attorney Review**

- The board attorney has developed a new conflict of interest policy

#### **B. Charter Agreement Specific Terms & Conditions Progress**

L. Milton made a motion to Recommend adoption of the policy to the full board.  
A. Richardson-Bryant seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

**Roll Call**

L. Milton                      Aye  
A. Richardson-Bryant Aye

**C.ORBA Report Findings Follow-up**

- CPS will visit after January 17
- Right now there are not enough students, 19 or less to qualify for the majority of teachers
- Recruitment for the ESL teacher was selective
- This includes any language background
- There are not more than 20 students anymore
- If we get 7 more students, we will be prepared to implement with appropriate staff
- The online language program is different
  
- ORBA presented an oral report on basic noncompliance items
- All employees must have the personnel forms completed

A. Berg arrived late.

- Attendance has been corrected by a new policy
- As of 10/31, letters were sent to parents notifying them of the changes
- On November 18th, emails were sent to parents to be sure that attendance requirements were being met
- Management is looking to upgrade the software
- The new policy assures that reporting into impact is accurate
- The gradebook system allows agreement with reporting into impact
- The parent compliance cannot be determined by management
- Attendance is part of compliance with the charter and state law

S. Harkins arrived late.

L. Milton made a motion to recommend that there be a recommendation to the full board.

A. Berg seconded the motion.

The motion unanimously did not carry.

**III. Governance Matters**

**A.Educational Products & Services Agreement Between CVCS and K12 Classroom LLC**

- The svc agreement provision provides that after the term either party can provide notice of nonrenewal within 18 months of the contract expiration date

A. Berg made a motion to recommend that the board attorney send written notice of 5.2 as outlined in the charter and will be rec to full bd.

L. Milton seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**B.Board Policies and Actions Compilation**

- The policies have now been uploaded to dropbox

### **C.Policy Review and Development**

L. Milton made a motion to Recommend to the fiull board that management include the policy for items up to \$5k and include 3 bids.

A. Berg seconded the motion.

The committee **VOTED** unanimously to approve the motion.

L. Milton made a motion to Table all policies until the next governance meeting.

A. Berg seconded the motion.

The committee **VOTED** unanimously to approve the motion.

### **IV. Closing Items**

#### **A.Adjourn Meeting**

L. Milton made a motion to adjourn the meeting.

A. Berg seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,

L. Milton