

Career Academy of South Bend, Inc.
 Minutes of Meeting of Board of Directors
 December 6, 2016

Directors Present: Thomas Coley, Larry Davis, Larry Garatoni, Michael Garatoni, Marian Hodges, Dave Risner, Lori Smith, Steven Van Bruaene

Absent : None

Staff Attending: Lydia Jagger, Dean Fecher, Jackie Black, Tami Collins, Alex Hammel

Also Attending: Charles Loeser, Lindsay Omlor, Emily Kleinschmidte

Larry Garatoni called the meeting to order at 5:40 pm at the Career Academy, 3801 Crescent Circle, South Bend, and led the Pledge of Allegiance.

A. Minutes of Prior Meeting. The minutes of the prior (October 18) meeting were unanimously approved.

B. Organizational Structure. Larry Garatoni explained that for the time being, there will be no superintendent: the principals (Lydia for Career Academy and Dean for Success Academy) and administrative department heads (Tami for H.R., Jackie for Business Management, Roger for IT, Alex for CTE & Support Services) will report directly to Larry (Board President).

C. School Operations.

1. Success Academy. Dean presented a report including a demographic overview:

Grade	Students	Girls	Racial Composition %				
			White	Black	Hispanic	Asian	Multi
K	97	47%	38%	42%	15%	1%	4%
1	89	46%	36%	46%	10%	0%	8%
2	88	45%	35%	50%	8%	0%	7%
3	107	40%	38%	48%	7%	1%	6%
4	88	44%	40%	32%	16%	1%	11%
5	103	42%	52%	26%	6%	1%	15%
6	99	53%	46%	34%	10%	1%	9%
Total	671						

Dean presented a Power-Point showing growth per NWEA tests from Fall 2015 to Fall 2016 for returning students, listing the percentage of students achieving high growth, average growth and low growth in comparison to national norms¹:

Cohort #	New Students	Grades Fall 2015-Fall 2016	Reading			Math		
			High	Average	Low	High	Average	Low
74	26	K – Grade 1	51	30	19	66	15	18
59	31	Grades 1-2	48	16	36	52	16	31
70	24	Grades 2-3	30	32	38	59	20	21
74	26	Grades 3-4	44	19	37	52	26	25
70	30	Grades 4-5	47	14	39	47	24	29
77	23	Grades 5-6	45	16	39	56	16	28

Dean noted that parent participation in parent-teacher conferences has been high (roughly 95%), which is important.

Dean presented the results of the Fall parent and student surveys, which were generally positive:

SASB Parent Survey Fall 2016

1 = strongly disagree, 2 = disagree, 3 = neutral, 4 = agree, 5 = strongly agree

Question	1		2		3		4		5		Ave
	#	%	#	%	#	%	#	%	#	%	
Overall, I am pleased with my child's experience at school	3	4.1	1	1.4	6	8.1	30	40.5	34	45.9	4.2
My child generally has a positive attitude towards this school	0	0	3	4.1	8	10.8	29	39.2	34	45.9	4.1
I believe my child is getting a good education	2	2.7	2	2.7	4	5.3	30	40.0	37	49.3	4.3
My child is encouraged and supported in his/her efforts	0	0	2	2.7	9	12.2	27	36.5	36	48.6	4.3
My child is treated with respect	0	0	3	4.0	8	10.7	32	42.7	32	42.7	4.2
I believe my child is safe from physical harm at school	2	2.7	3	4.0	11	14.7	35	46.7	24	32.0	4.0
My child is not bullied at school	3	4.1	10	13.5	14	18.9	28	37.8	19	25.7	3.6
Whenever I have any contact with someone at school, I am treated with respect	0	0	1	1.3	7	9.3	25	33.3	42	56.0	4.4
I get answers to all of my questions	0	0	3	4.1	10	13.7	33	45.2	27	37.0	4.1
I receive enough communication from the school	3	4.0	4	5.3	11	14.7	24	32.0	33	44.0	4.0

¹ NWEA 2015 norms at <https://www.nwea.org/content/uploads/2015/06/2015-MAP-Normative-Data-AUG15.pdf>.

SASB Student Survey Fall 2016

1 = strongly disagree, 2 = disagree, 3 = neutral, 4 = agree, 5 = strongly agree

Question	1		2		3		4		5		Ave
	#	%	#	%	#	%	#	%	#	%	
I usually know what is expected of me in each class	17	4.5	9	2.4	37	9.7	133	35.0	184	48.4	4.2
In the last month, I have received encouragement or respect	16	4.3	45	12.0	63	16.8	141	37.7	109	29.1	3.7
My teachers are concerned about me and my success	29	7.8	32	8.6	46	12.4	110	29.6	154	41.5	3.9
My teachers respect me and are willing to provide whatever help I need to help me understand materials being presented	14	3.7	19	5.1	46	12.3	121	32.3	175	46.7	4.1
I believe my school is safe and welcomes me	17	4.6	20	5.4	59	16.0	112	30.4	161	43.6	4.0
I feel safe inside and outside of school	25	6.6	30	8.0	81	21.5	111	29.4	130	34.5	3.8
The other students in my classes treat me with respect and I treat them with respect	27	7.2	47	12.5	100	26.7	114	30.4	87	23.2	3.5
I see other students being bullied and I am being bullied	82	21.8	76	20.2	78	20.2	70	18.6	71	18.8	2.9
I have made one or more good friends at this school	9	2.4	17	4.5	32	8.5	119	31.7	204	54.4	4.3
I treat my teachers with respect	3	0.8	17	4.5	32	8.5	119	31.7	204	54.4	4.3
Most of the time I work hard and pay attention in class	11	2.9	11	2.9	45	12.0	130	34.7	178	47.5	4.2
I believe the student's personal behavior requirements and expectations at my school are reasonable and fair	20	5.4	37	9.9	74	19.9	138	37.1	103	27.7	3.7
I comply with the personal behavior requirements almost all the time.	8	2.2	19	5.1	54	14.6	155	41.8	135	36.4	4.0
I am learning more at this school than my previous school	20	5.3	25	6.7	60	16.0	75	20.1	194	51.9	4.1
I enjoy this school more than my previous school	21	5.7	27	7.3	56	15.1	75	20.3	191	51.6	4.0
My views and input are considered	30	8.0	20	5.333	80	21.4	131	35.0	113	30.2	3.7

Dean noted that both kids and parents use the term “bullying” with a broader meaning than the definition used in school law. Mike Garatoni asked if certain days have more behavior problems. Dean said Mondays are usually the most difficult.

2. Career Academy. Lydia presented a report including a demographic overview:

Grade	Students	Girls	Racial Composition %				
			White	Black	Hispanic	Asian	Multi
7	115	46%	50%	35%	6%	1%	8%
8	86	48%	58%	22%	16%	1%	3%
9	83	49%	54%	22%	10%	1%	13%
10	64	44%	61%	11%	13%	0%	15%
11	70	56%	59%	21%	10%	2%	8%
12	46	33%	52%	24%	11%	0%	13%
Total	464						

The parent survey was generally positive:

CASB Parent Survey Fall 2016

1 = strongly disagree, 2 = disagree, 3 = neutral, 4 = agree, 5 = strongly agree

Question	1		2		3		4		5		Ave
	#	%	#	%	#	%	#	%	#	%	
Overall, I am pleased with my child's experience at school	0	0	1	1.1	7	8.0	48	55.2	31	35.6	4.2
My child generally has a positive attitude towards this school	1	1.1	2	2.3	4	4.6	52	59.8	28	32.6	4.2
I believe my child is getting a good education	0	0	1	1.1	12	13.8	42	48.3	32	36.8	4.2
My child is encouraged and supported in his/her efforts	0	0	1	1.1	12	13.8	42	48.3	32	36.8	4.2
My child is treated with respect	0	0	2	2.3	6	6.9	48	55.2	31	35.6	4.2
I believe my child is safe from physical harm at school	0	0	1	1.1	6	6.9	53	60.9	27	31.0	4.2
My child is not bullied at school	0	0	8	9.2	9	10.3	40	46.0	30	34.5	4.0
Whenever I have any contact with someone at school, I am treated with respect	0	0	1	1.2	6	7.0	42	48.8	37	43.0	4.3
I get answers to all of my questions	0	0	5	5.7	19	21.8	37	42.5	26	29.9	3.9
I receive enough communication from the school	3	3.4	11	12.6	14	16.1	33	37.9	26	29.9	3.8

The Career Academy student survey was also positive:
 CASB Student Survey Fall 2016
 1 = strongly disagree, 2 = disagree, 3 = neutral, 4 = agree, 5 = strongly agree

Question	1		2		3		4		5		Ave
	#	%	#	%	#	%	#	%	#	%	+
I usually know what is expected of me in each class	9	2.3	8	2.1	47	12.1	186	48.1	137	35.4	4.1
In the last month, I have received encouragement or respect	9	2.4	15	3.9	125	32.7	163	42.7	70	18.3	3.7
My teachers are concerned about me and my success	13	3.4	28	7.3	96	24.9	156	40.4	93	24.1	3.7
My teachers respect me and are willing to provide whatever help I need to help me understand materials being presented	14	3.6	12	3.1	85	22.0	180	46.6	95	24.6	3.8
I believe my school is safe and welcomes me	5	1.3	22	5.7	109	28.2	164	42.5	86	22.3	3.8
I feel safe inside and outside of school	6	1.6	16	4.2	105	27.3	164	42.7	93	24.2	3.8
The other students in my classes treat me with respect and I treat them with respect	15	3.9	27	7.1	128	33.5	162	42.5	40	13.1	3.5
I see other students being bullied and I am being bullied	110	28.4	153	39.5	82	21.2	27	7.0	15	3.9	2.1
I have made one or more good friends at this school	8	2.1	6	1.5	42	10.8	99	25.5	233	60.1	4.4
I treat my teachers with respect	3	0.8	2	0.5	46	11.9	173	44.8	162	42.0	4.3
Most of the time I work hard and pay attention in class	5	1.3	3	0.8	79	20.5	191	49.5	108	28.0	4.0
I believe the student's personal behavior requirements and expectations at my school are reasonable and fair	8	2.1	17	4.4	108	28.0	188	48.7	65	16.8	3.7
I comply with the personal behavior requirements almost all the time.	5	1.3	7	1.8	75	19.4	195	50.5	104	26.9	4.0
I am learning more at this school than my previous school	10	2.6	20	5.2	80	20.7	115	29.7	162	41.9	4.0
I enjoy this school more than my previous school	26	6.7	21	5.4	88	22.8	85	22.0	166	43.0	3.9
My views and input are considered	15	3.9	27	7.0	131	34.1	154	40.1	57	14.8	3.5

The comments of both parents and students have been carefully reviewed. One conclusion from the comments is that the school website needs improvement. Dan Adams asked if the survey is a standard industry form. Lydia said we have created the questions, which are used with a commercial survey software tool.

3. CTE Programs/Administrative Issues. Alex presented a report on career and technical education programs. There are now 46 internships underway, and for the first time there are more employers offering position than students seeking positions. The "coding academy" week went well, all students got some coding experience. Some of the teachers expressed interest, especially Roger Johnson, so there will be in-house follow-up. Larry Garatoni said encouraging coding as a career is vital to the local economy.

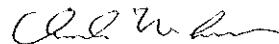
Alex reported that letters have been sent to parents about textbook fees, as Indiana doesn't pay for textbooks other than for students who qualify for free or reduced lunch. Jackie said she has been receiving many checks from parents.

Alex noted the agreement with the prior food service manager has been terminated and a new food service manager, Chartwells, will take over when school resumes in January.

D. Financials.

Jackie Black presented the financial statements for September, 2016. The Corporation missed its revenue target by roughly \$47,000, mainly due to enrollment being lower than projected by 17 students. Jackie said cash is likely to be tight. Larry Garatoni said the only way to grow revenue is to increase enrollment, and since charter schools don't receive any property tax funding, they receive roughly \$2,500 per student less than other schools. Larry Davis moved to approve the September financial statements, Tom Coley seconded, and the motion was unanimously approved.

Mr. Garatoni then asked if there were any questions or comments from the public. Parise Easton said the new technology purchases have been very helpful. As there were no additional comments, Mr. Garatoni declared the meeting adjourned at 6:55 pm.



Charles M. Loeser, Assistant Secretary