

Career Academy of South Bend, Inc.  
Minutes of Meeting of Board of Directors  
April 28, 2015

Directors Present: Thomas Coley, Larry Davis, Larry Garatoni, Tracy Graham, Jinny Longbrake  
Vivian Sallie, Suzanne Wiwi

Absent: None

Staff Attending: Paul Schlottman, Chad Addie, Kim Richardson, Charles Loeser, others

Larry Garatoni called the meeting to order at 6:25 pm in the conference room at the Success Academy, 3804 Ardmore Trail, South Bend, after a tour of the building (still under construction).

A. Minutes of Prior Meeting. Jinny moved for approval of the minutes of the prior (February 17) meeting, Suzanne seconded, and the minutes were unanimously approved.

B. Trine Progress. Charles said the application to Trine University for a charter for the Success Academy is partially completed and will be filed before the next meeting. There will be a public meeting on the application, conducted by Trine, in early June.

C. School Operations.

1. School Demographics. Paul presented demographics as of Fall 2014 and Spring 2015.

- There were 519 students as of the Fall Count Day and 464 as of yesterday. The drop is not unusual or unexpected: students in South Bend schools are highly mobile, often due to moves for economic reasons. An additional factor is CASB's decision, in order to help build school culture and class cohesion, to allow mid-semester enrollment only in exceptional cases (such as a student suffering from bullying in another school).
- CASB has more male than female students (56%), which Paul suspects may be due to project-based learning being more attractive to boys than girls.
- Roughly two-thirds of students qualify for free or reduced lunch.
- 27% of students receive Special Education services, which is an unusually high rate. Vivian asked why. Paul said the school has a good reputation in the autistic community, and many parents of disabled children are dissatisfied with local schools. Jinny asked if CASB helps disabled children plan for life after high school. Rachell Davis, CASB's Special Education Director, said that planning for transition begins at age 14, and the school works closely with other agencies providing services for the disabled after high school. A CASB staff member who is a parent of disabled children attending the school said she likes the fact that her children are included, with accommodations, in general education classes rather than being in classrooms with only disabled children. Rachell said that's part of the

“Least Restrictive Environment” principle which is an important guideline for Special Education services.

- Roughly 51% of CASB students are White, 26% Black, 11% Hispanic, 8% Multi-racial, 1% Asian, 1% Native American.
  - 90% of CASB students are South Bend residents.
2. Recruiting. Paul reported that recruiting has gone well, both for experienced teachers and new graduates. Scott Braun will be the assistant principal for SASB. He is currently the principal of Pine Elementary School in Michigan City and previously was assistant principal of New Prairie Middle School in New Carlisle, where in 2012 he was named IASB District 2 Assistant Principal of the Year. For recruiting new graduates, Paul has had many interviews at four major teacher fairs (Loyola, Michigan State, Ball State, and Miami of Ohio). He uses a structured interview method designed to identify candidates who are positive and engaged. Several of the experienced teacher hires have been teachers of the year. Many have done project based learning on their own, without school support. Paul expects that our schools’ high level of support for teachers will help in future recruiting. Chad Roggow, CASB’s Grade 7-8 Master Teacher, commented he’s served as a coach for other teachers in other school’s but the role is more meaningful in CASB’s system, which he feels contributes to a camaraderie that’s a significant attraction to working here. Paul said he plans to continue interviewing until May 22.
  3. School Resource Officer. Paul said CASB is the only local high school without a School Resource Officer, i.e., a specially trained police officer to work at the school.<sup>1</sup> Paul believes CASB should have an SRO, and he plans to submit a proposal for Board approval at an upcoming meeting. Indiana has a grant program for SRO funding,<sup>2</sup> which is relied upon by many schools (funding is relatively certain, unlike discretionary grants). There is a state license required for SROs.
  4. Portable Computing Resource Project. Dan Mares and Rachell Davis gave a presentation on CASB’s program for more integration of technology with teaching. This does not require a board vote, it’s a within-budget cost, but the board should be aware of this initiative. The critical step is training teachers how to integrate the use of PCs in classrooms. Fifty PCs were purchased last month, for use by teachers who have completed the training program (to be taught by staff including Dan and Roger Johnson). More PCs will be purchased as the program progresses but machines are not the key. Most one-on-one programs for distribution of PCs (or other devices such as the Kunos tablets purchased by CASB in 2013) fail due to lack of training: just distributing machines is not helpful and may be a distraction. Jinny asked why not iPads? Dan said iPads are well-suited for receiving content but students need to learn how to create content, for which PCs are better. Paul said SASB will have built-in technology including touch-screen TVs and fiber optic connections in each classroom.

---

<sup>1</sup> SRO definition at Indiana Code 20-26-18.2-1.

<sup>2</sup> Indiana Code 10-21-1-1 through 10-21-1-7.

5. Athletic Conference Progress. Mike Poynter, Athletic Director, reported that CASB is working on organizing a middle school athletic conference for private schools and charter schools. Many public schools will not schedule games with charter schools so it's beneficial to associate with other charter schools and private schools. The association will extend beyond athletics, such as for debate and robotics competitions. This will be an informal alliance for the time being.
6. Transportation. Mike explained it's proposed to buy or lease two 14-passenger vans for transportation of teams and for field trips. These are small enough to be driven by staff members (no commercial driver license is required). Mike requested that the board authorize the school to buy or lease on terms to be negotiated. Tracy made the motion, Larry Davis seconded, and the motion was unanimously approved.
7. Marketing. Paul explained the relationship with Great River Creative has been terminated and he is seeking another marketing consultant.

D. Financial Reports. Kim presented the claims paid/banking detail report for February 10 through April 21 and the financial statements for February and March. Tom moved that the financial reports be approved, Larry Davis seconded, and the motion was unanimously approved.

The meeting was adjourned at 7:55 pm.



---

Charles Loeser, Assistant Secretary