

Career Academy of South Bend, Inc.
Minutes of Meeting of Board of Directors
May 3, 2016

Directors Present: Thomas Coley, Larry Davis, Larry Garatoni, Michael Garatoni, Tracy Graham,
Dave Risner, Vivian Sallie, Lori Smith
By Phone : Jinny Longbrake
Staff Attending: Paul Schlottman, Lydia Jagger, Dean Fecher, Josh Walker, Charles Loeser

Larry Garatoni called the meeting to order at 5:35 pm at the Career Academy, 3801 Crescent Circle, South Bend, and led the Pledge of Allegiance.

Paul introduced Dr. Michael Livovich, who has joined Career Academy/Success Academy as Director of Special Education.

A. Minutes of Prior Meeting. Mike moved for approval of the minutes of the prior (March 8) meeting, Tom seconded, and the minutes were unanimously approved.

B. School Operations.

1. Robotics Team. Paul introduced the coaches of the CASB robotics team, David Ebersol (teacher for grades 9-10) and Anthony Rubio (IT Support Tech), who reported on the recently completed season. The team competed in five events: March 9-12 in St. Louis, March 18-20 in Indianapolis, March 24-26 in Indianapolis, March 30-April 2 in Cincinnati, and the state championship April 14-16 in Kokomo. Although this was only the second year for CASB having a robotics team, it won 25 matches, improving from 1-8-1 in the first event to 8-2-0 in the fourth event and 7-7-0 in the last, while winning the Gracious Professionalism award in two events and the Team Spirit award in another.¹ For the season the team ranked #21 of 49 Indiana teams.² The hours were intense (many full weekend days and long weekday evenings) for both coaches and students, but it's both educational and a lot of fun.³ Dave and Anthony introduced eight team members and the meeting was briefly adjourned while they demonstrated the robot for board members. All the students said they plan to participate in robotics again next year. Paul gave each team member present (and will give later to team members who were not at the meeting) a certificate of achievement.

2. Trine Innovation Challenge. Alex Hammel reported that two teams of CASB students participated in the Trine University Innovation Challenge competition and that one of the team won as the best high school entry.⁴ The winning team, tenth-graders Dylan Cauffman and Ciera Silva, invented a "Sun Funnel" - an object that, when attached to the eyepiece of a

¹ <https://www.thebluealliance.com/team/5484/2016>

² <http://frc-districtrankings.firstinspires.org/2016/IN>

³ See the team website <http://team5484.com/>.

⁴ <http://www.trine.edu/innovation-one/challenge/>

telescope, allows the user to look directly at the sun. They 3-D modeled and printed the device at the school.

3. Gang Policy. Paul explained that the Indiana Department of Education has published a model policy on gang activity in schools to meet the requirements of a new Indiana law requiring school corporations to establish such a policy not later than June 1, 2016, Indiana Code 20-26-18-2(a). Charles Loeser noted that he does not believe the statutory requirement applies to charter schools but that does not necessarily mean that the school should decline doing what the IDOE is recommending. Paul said it may be necessary to have such a policy in order to qualify for the school safety grant.⁵ The statute requires that schools submit a copy of the school-adopted policy to the IDOE by September 1, 2016⁶ and publish the policy on its website and in its student handbooks.⁷ Schools must establish an educational gang awareness program for students, staff, and parents, as well as professional development to train employees in implementation of the policy.⁸ Schools must submit a report not later than June 1, 2017 and before June 2 of each year thereafter outlining the school's activities under the anti-gang statute.⁹ Upon motion duly made and seconded, the board approved adaptation of the IDOE model policy.

4. Principal Reports.

a. Dean Fecher. Dean reported that ISTEP testing has just been completed at Success Academy but results will not be known for months. Third graders have taken the IREAD (Indiana Reading Evaluation and Determination) test, which (with minor exceptions) students must pass in order to go on to fourth grade. The pass rate for initial testing was 60% (55 of 92 students). For general education students, the pass rate was 71% (55 of 77 students); none of the 15 special education students passed.¹⁰ Re-testing for those who did not pass will be on June 7. Students who did not pass will have remediation sessions twice per day, four days per week, with small group sessions for 30 minutes four days per week and large group instruction for 55 minutes four days per week. Parent-teacher conferences have been completed with 90% of parents participating, which is excellent. Attendance remains high at 95.2%.

b. Lydia Jagger. Lydia reported that the A-F accountability grade for schools starting with 2015-16 will be under a new system placing more emphasis on growth. The new system and recent trends at the Career Academy, such as the strong growth from last fall to this winter shown by NWEA testing, augur well for improved results. The 2015-16 graduation rate

⁵ <http://www.in.gov/dhs/securedschoolsafety.htm>

⁶ Ind. Code 20-26-18-2(c).

⁷ Ind. Code 20-26-18-3.

⁸ Ind. Code 20-26-18-4.

⁹ Ind. Code 20-26-18-6.

¹⁰ For comparison, the IREAD pass rates reported on the IDOE COMPASS website for 2014-15 for the non-magnet public schools closest to the Success Academy are: Coquillard 66.4%, Muessel 62.1%, Marquette 56.0%, Harrison 66.1%, Perley 74.4%. Comparability is limited in that (1) it is not reported whether these figures are for the initial test only or includes re-takes; (2) the percentage of Special Ed students taking the test in each school is unknown.

will be much higher than last year's, probably close to 80% (with the discontinuance of enrolling Crossing students at the end of the 2013-14 school year, this year for the first time CASB's graduation rate will not be affected by students who did not actually attend CASB). This year's senior class includes students who are now in their fifth year of high school, and under the new grading system, the school will receive credit for fifth-year seniors who graduate. Attendance remains high at 95% for grades 9-12 (excellent for a high school) and 97% for grades 7-8.

Mike Garatoni asked: since the NWEA test is not used for determining the school grade, why do we use it? Paul explained that NWEA is valuable as a "formative assessment" – meaning an assessment *during* the learning process which is used as a part of the learning process to guide future instruction.¹¹ Most if not all educators value formative assessments, and NWEA is widely recognized (by the IDOE among others) as an excellent formative assessment method. When Ball State was CASB's authorizer, using NWEA testing was mandatory, and while Trine might have accepted an alternative, we did not suggest dropping NWEA since we consider it valuable. Dean added that for our own evaluation of our progress and for improving instruction, NWEA is the most valuable test we give.

5. Marketing Report. Josh Walker, Director of Marketing, reported that while marketing over the past year has been very effective (CASB-SASB enrollment as of January 2016 was 267% of CASB enrollment as of January 2015), there are roughly 200 empty seats of the total capacity of 1,300. Most of the openings are at the K-2 or high school level, while for most grades in-between we are at capacity with a waiting list. As in prior years and for South Bend schools generally, there was a significant drop in enrollment from Fall 2015 to Spring 2016 as students left and were only partially replaced by new enrollment. As before, most departures are due to family relocation and economic reasons but the lack of transportation service remains an issue. We've reduced the transportation problem to some extent by use of the two vans for transportation between the two campuses for siblings, so that a parent with a child attending SASB and an older child at CASB can drop off and pick up at a single location. As before, roughly 90% of families who tour the buildings decide to enroll. In response to a question, Josh confirmed that when it is learned that a family is considering withdrawing a student, the Director of Enrollment, Kristen Kearney, contacts the family, which often results in the family deciding not to withdraw. Kristen also does exit interviews with all students who withdraw. Josh said marketing this summer will focus on younger students, as older students are less likely to switch schools, and returning students going to higher grades should make next year's 7-12 enrollment higher even if there are no new students.

C. Financial Reports.


1. Financial Statements. Kim Richardson presented the management financial statements (Central Office, Career Academy, Success Academy, and consolidated statement) for the month ending March 31, 2016. She noted that the combined income statement shows a

¹¹ In contrast, a "summative assessment" such as ISTEP is given after an instruction period to determine how much learning has occurred and to assign grades.

loss year-to-date (including depreciation and amortization) of \$912,307. Charles Loeser asked why the March earnings are positive (\$106,917). Kim explained that is because we were notified in March of approval of the Success Academy's PCSP (Public Charter School Program) start-up grant for \$385,000 (\$165,000 planning grant and \$220,000 first year implementation grant), so she booked an additional \$385,000 in revenue, resulting in Success Academy having income of \$392,142 for March. After discussion, Tracy moved for approval of the financial statements, Dave seconded, and the statements were unanimously approved.

2. Claims and Banking Detail. Kim presented the Claims Report with bank account activity from February 1, 2016 through March 31, 2016, showing payments of \$539,980.01 for high school operations, \$497,788.08 for middle school operations, \$2,146.72 for Career Academy building & equipment, \$467,096.87 for primary school operations, \$1,060,388.52 for Success Academy building & equipment, and \$317,554.37 for Central Office expenses. This should be the next-to-last month with construction costs payable for the Success Academy; the final invoice should be received and paid before the June 30 end of the fiscal year, so the 2016-17 fiscal year financial statement will not be affected by SASB construction costs. Upon motion duly made and seconded, the claims detail report was unanimously approved.

Mr. Garatoni then asked if there were any questions or comments from the public, and hearing none, declared the meeting adjourned at 6:20 pm.



Charles M. Loeser, Assistant Secretary