

Career Academy of South Bend, Inc.  
Minutes of Meeting of Board of Directors  
September 15, 2015

Directors Present: Thomas Coley, Larry Davis, Larry Garatoni, Michael Garatoni, Tracy Graham,  
Jinny Longbrake, Vivian Sallie, Lori Smith  
Absent: Dave Risner  
Staff Attending: Paul Schlottman, Lydia Jagger, Dean Fecher, Dan Fulcher, Charles Loeser  
Also Attending: Lindsay Omlor

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

Larry began the meeting by reading a proposed resolution expressing the board's appreciation for the extraordinary effort by Panzica Building Corporation in getting the Success Academy building renovation done in time:

Whereas, Panzica Building Corporation ("PBC") has managed the construction of the Success Academy of South Bend with extraordinary skill and diligence, transforming an empty shell of concrete walls into an innovative and attractive functioning school in time to begin the school year on August 17 despite the site not having been acquired until February 18;

Whereas, the feasibility of constructing a 90,000 square foot school building capable of accommodating 700 students in less than six months was highly uncertain and the project was considered by the South Bend Building Department to be impossible;

Whereas, Phil Panzica and his team, as demonstrated by their superb job building the Career Academy in 2011, have demonstrated an extraordinary passion for education and an extraordinary skill in accomplishing the near-impossible, and without cost overruns;

Whereas, the Panzica team not only completed the building in record time as a result of speedy work and long hours but created an innovative, highly functional, high-tech and beautiful building in the style of the award-winning original Career Academy building but with further enhancements;

Now, therefore, the Board hereby extends its thanks and its deep appreciation to Phil Panzica and his team for their extraordinary effort and skill in making the Success Academy a success and making the seemingly impossible not a dream but a reality.

Vivian moved for approval, Jinny seconded, and the motion was unanimously approved.

A. Minutes of Prior Meeting. Vivian moved for approval of the minutes of the prior (August 11) meeting, Jinny seconded, and the minutes were unanimously approved.

B. HR Committee Report On SRO Policy. Jinny presented the report (attached) of the HR Committee recommending that the School Resource Officer should be authorized to carry a firearm, subject to various conditions. As noted in the report, research indicates almost all SRO's routinely carry a gun.<sup>1</sup> Paul suggested the policy should be that the gun should not be visible. Jinny moved for authorization of the SRO to carry a weapon on that basis, and Larry Davis (also a member of the HR Committee) seconded. Lori asked whether parents would be notified. Jinny said Paul will notify parents. Paul commented the SRO will not wear a uniform but will wear a polo shirt identifying him as a police officer. Tom asked if there are specified qualifications for the SRO. Jinny said yes, as stated in the report, there are requirements by statute, and in addition, CASB will require its SRO to be a member of the National Association of School Resource Officers (NASRO) and the Indiana School Resource Officers Association. Mike asked if the School will *require* that the SRO carry a firearm. Jinny said she believes that should be the policy. Larry Davis agreed. Lori asked if parents are concerned about this. Paul said all the parents he's spoken to have been in favor of the SRO being armed. Larry Garatoni suggested the policy be amended to require carrying a firearm. Lee Ross stated there will be times that he is on school grounds but off duty and would not carry. Jinny restated the motion to require the SRO, while on duty, to carry a firearm subject to the conditions of the report. Larry Davis seconded and the motion was unanimously approved.

Paul introduced Officer Ross, who has served in the City of South Bend Police Department since 1988, rising to the rank of Lieutenant before recently retiring from the force to join CASB as its first SRO. Officer Ross summarized his experience, serving first for 12 years as a patrol officer, then joining the Drug Abuse Resistance Education (D.A.R.E.) unit for five years, then serving as a detective/sergeant in the St. Joseph County Special Victims and Family Violence Unit before taking a series of administrative posts leading to his current position in the internal affairs (Professional Standards) division. Officer Ross added that he has had a great deal of contact with kids in various roles, including as a pastor for the last year. He noted his son is a teacher at the school. Larry welcomed Officer Ross on behalf of the board.

C. School Operations.

1. SASB School Start-Up Report. Dean reported that the Success Academy has opened with higher than expected enrollment, and the first weeks have gone well despite the lack of a playground & gym. Dean reported enrollment by grade (and number of vacancies available) as follows: Kindergarten: 89 (11); Grade 1: 80 (full); Grade 2: 96 (4); Grade 3: 98 (2); Grade 4: 94 (6); Grade 5: 100 (full); Grade 6: 115 (full). Dean explained it was necessary to convert another room to a Grade 6 classroom to accommodate the high enrollment, but the School is still limiting classes to no more than 25 students. Jinny asked how teachers are doing. Dean said doing well; the first two weeks were focused on community-building, which pays off

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<sup>1</sup> See *School Resource Officers*, published by the Center for the Prevention of School Violence ("almost all carry a gun while working in their schools"), [http://test.ncdijdp.org/cpsv/pdf\\_files/nij\\_sro\\_rpt.pdf](http://test.ncdijdp.org/cpsv/pdf_files/nij_sro_rpt.pdf) (page 5). The National Association of School Resource Officers reports that 97% of SROs carry a firearm and 91% believe an unarmed SRO puts students at greater risk. <http://www.schoolsecurity.org/resources/2001NASROsurvey%20NSSSS.pdf>.

in time; instruction is now at full speed. Tracy asked how many teachers there are. Dean said there are 30 certified teachers, not counting music, Spanish and art; there are also aides. The Orton-Gillingham training has started, there's a session every Wednesday. Lori asked if kids from other schools can visit and shadow an SASB student for a day. Dean said yes, so long as it is planned in advance and parent-authorized. Tracy asked where the students came from. Dean said that South Bend's Coquillard Primary Center is the leading source, with 57 students, followed by Darden Primary Center (32), Marquette (32), Wilson (29) and Kennedy (24). Only about 20 walk to school, almost all are driven. Larry asked how the car pick-up (more difficult than drop-off) is working. Dean said it took about 20 minutes today. Jinny asked about before and after school care. Paul said before-school and after-school care are offered, as stated on the SASB website, <http://successacademysb.com/heroes-hangout/>, from 6:30-8:30 am and from 4:00-6:00 pm at \$2.50/hour with a \$20 registration fee. Mike said for the record that although his company, Growing Kids, also offers after-school care for K-3 kids, he does not believe that's competition with SASB in a meaningful sense, since the kids who come to Growing Kids rely on SBCSC buses to get there, whereas SASB's after-school program is for kids who are already at SASB for school and are not potential Growing Kids customers.

2. CASB School Start-Up Report. Lydia reported enrollment as follows: Grade 7: 76; Grade 8: 86; Grade 9: 53; Grade 10: 66; Grade 11: 86; Grade 12: 48. This past week, CASB has been busy with a team from AdvancED, a leader in school accreditation. The Indiana Department of Education is promoting accreditation through AdvancED, which is hosting a conference in Indianapolis next week. The team will provide recommendations in its exit report, more on that at next month's meeting. This week has also been busy with NWEA testing, results should be available next month. A representative from NWEA will be coming to do training on how to use NWEA data. It's already apparent some students are showing a lot of improvement from last year. Jinny asked what percentage of this year's students were here last year. Paul said for the high school there was an attrition rate of 19% from the September 2014 Count Day to this year, compared to an average 24% rate in the South Bend area. Jinny asked if we know why students leave. Lydia said exit interviews are done for all leaving students, transportation is a big issue. Larry said we should follow up with an analysis of why students leave.

3. Internship Program Update. Rabab Dawish, the school's Director of Workforce Development, reported there are now 15 active internships, more than double last year's total, and there are 26 scheduled for next semester. Jinny asked what's the definition of an internship. Rabab said they are typically about three hours per day and last for a semester, employers typically want more hours but Indiana Department of Education regulations require a 15-hour per week average<sup>2</sup> and it is important to comply with IDOE and federal standards<sup>3</sup> to ensure students receive credit towards graduation. Jinny asked if the school is also proceeding with job shadowing, so that students can be exposed to more options with less time commitment. Rabab said yes, job shadowing is an important part of the program. However,

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<sup>2</sup> 511 IAC 8-2-5(6)

<sup>3</sup> IDOE Internship Manual <http://www.doe.in.gov/sites/default/files/cte/internshipmanual08.pdf>

Rabab said, the discipline of a semester-long internship is an important part of real world education: learning to stick it out is a key lesson. Larry Davis said that's an essential point that's rarely appreciated. Tracy asked if interns are paid. Rabab said usually not. Employers are told they can terminate the internship at any time if the student is not satisfactory. Rabab visits each student at the workplace twice per semester. She asked students if they thought they could have obtained internships on their own, the students said no.

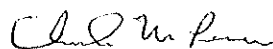
4. Trine Monthly Report. Lindsay explained that the Accountability Plan Status Update report will be issued monthly, tracking for each school (primary, middle school and high school) the nine standards and roughly two dozen sub-standards included in the Accountability Plan of the charter agreements. She will spend the day at the schools on the day of each board meeting to gather information for the report. Many of the categories will be filled out as N/A until there is data. There was one standard that she marked as "not meeting": "Instruction" for the primary school and middle school, based on her observation of classes where it appeared student engagement was not good or the instruction did not appear to be sufficiently rigorous. She sees this as a beginning-of-the-year issue, not likely to persist. For the high school, she saw every class and was impressed. A key standard is that teachers receive professional development training every month, which is happening. Tracy asked for details, for example, what does the "governance" standard (marked as "approaching") require? Lindsay said she would send the rubric detailing the standard. Tracy asked what's the implication of not meeting a standard? Lindsay said there's no issue of closure or non-renewal at this point, the standards are to be reviewed as the end of the five-year term approaches. Larry Davis asked about the example of the City's letter saying some of SASB's neighbors had complained about the traffic. Lindsay said anything community-related should be communicated.

D. Financial Reports. Dan Fulcher presented the claims paid/banking detail report for August 8 through September 11 and explained that due to the recent adoption of a new software system, he was not able to prepare financial statements for July and August. Jinny asked about detail on credit card purchases, e.g., 9/1/15 payment on Chase credit card. Larry asked Dan to include in future reports the details of all credit card purchases. Tracy moved for approval of the claims/banking report, Tom seconded, and the motion was unanimously approved.

Tracy asked if the new software system is sufficient for the school's needs. Dan said the system, "Fund EZ" is designed for non-profits and is sufficient for our needs.

Larry Davis asked if the school does exit interviews with departing teachers. Paul said yes, Tami interviews every departing employee. Tami said there have been none yet this year.

Larry Garatoni asked if anyone in the audience had questions. Hearing none, the meeting was adjourned at 7:15.



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Charles Loeser, Asst. Secretary

Report and Recommendation of HR/Administration Committee  
Question Whether SRO Should Be Authorized To Carry Firearm

The Human Resources/Administration Committee (Jinny Longbrake, Vivian Sallie and Larry Davis) met on August 31 with Paul Schlottman and Charles Loeser to consider whether the School Resource Officer should be authorized to carry a firearm.

Prior to the meeting, Charles sent an email to the Committee including the following points:

1. The Indiana statutes authorizing a school to establish its own police department provide that a school corporation police officer must complete specified training before he may, among other acts, carry a firearm. IC 20-26-16-5(b)(3). The officer whom Paul plans to hire, Lee Ross, has completed the required training and anyone to be hired later will be required to complete the training before carrying a firearm. The wording of the statute reflects the legislature's assumption that an SRO will be armed.
2. After the August 11 meeting, Charles contacted the National Association of School Resource Officers (NASRO) to ask about this issue and was referred to D.J. Schoeff, a School Resource Officer in Carmel who is the NASRO director for Region 5, including Indiana. Officer Schoeff expressed the view, which is the view of NASRO, that an SRO should be armed. His email stated:

*NASRO believes that a School Resource Officer (SRO) is a full-functioning law enforcement official. With that said, arming that individual is no different than arming a police officer on the streets of South Bend. It is necessary to do, as without it you take away an incredible deterrent to your school safety environment. The key part of that individual being armed is proper training.*

*First and foremost, that officer has likely already received countless hours of firearms training in his law enforcement career. Not just in the accuracy of firing his weapon, but in weapon retention, shoot/don't shoot scenarios, background considerations, tactical considerations, and probably responding to an active shooter.*

*Training for the specialized school environment is also something we consider imperative for the success of this SRO. SROs deal with a variety of specialized situations that require additional training. NASRO trains thousands of officers each year as they enter their career as a SRO. This training assists with issues such as special education, guest speaking opportunities, mentoring youth, building youth programs, and much, much more.*

*I steal this quote from Lt. Col. Dave Grossman, a well-known school safety specialist that speaks across the country..."An unarmed security guard in a school is simply the first victim". I would encourage you to allow your SRO to be armed to be able to work within the NASRO Triad Concept of*

*Law Enforcement, Mentor, and Guest Speaker in an effective and efficient manner.*

3. Research shows that 97% of SROs carry a firearm while working in schools. See SRO Programs: WHAT SCHOOL RESOURCE OFFICERS DO IN SCHOOLS, <http://www.osroa.org/sro/srosdo.html>. In a survey of SROs, 91% stated they believe that for an SRO to be unarmed puts students at greater risk, <http://www.schoolsecurity.org/resources/2001NASROsurvey%20NSSSS.pdf>. The Center for the Prevention of School Violence reports that “almost [SROs] all carry a gun while working in their schools” - [http://test.ncdjjdp.org/cpsv/pdf\\_files/nij\\_sro\\_rpt.pdf](http://test.ncdjjdp.org/cpsv/pdf_files/nij_sro_rpt.pdf) (page 5). From conversations with SBCSC, PHM and SBPD representatives, it is apparent that that local SROs routinely carry a firearm.
4. Advocates of SROs being armed point out there have been instances where an armed officer was critical in preventing further loss of life, as in this incident: “Colorado's school shooting -- over in 80 seconds” (CNN, 12/15/2013), <http://www.cnn.com/2013/12/14/us/colorado-school-shooting/>.
5. Many schools began using armed guards in response to the Sandy Hook tragedy, see “Schools try new security strategies” (CNN, 1/9/13) <http://schoolsofthought.blogs.cnn.com/2013/01/09/guns-guards-and-posses-schools-try-new-security-strategies/>.

Paul reported that Mr. Ross would be willing to serve even if he were not authorized to carry a firearm but in 24 years of service as a South Bend police officer, he is accustomed to carrying a firearm and believes it is appropriate. Paul said the weapon would be worn in a manner that will not be visible (Mr. Ross will wear a polo shirt identifying him as the school police officer but will not wear a uniform). Paul described an incident last year at a basketball game hosted by CASB when a visitor threatened students and staff with a knife, unfortunately the SBPD did not response for 20 minutes.

The Committee recommends that the Board authorize the SRO to carry a firearm under the following conditions:

1. All required training has been completed and the SRO's license is in good standing.
2. The weapon will not be visible.
3. The SRO will not carry a taser.
4. The SRO will become a member of NASRO and the Indiana School Resource Officers Association and will participate in training offered by both organizations.
5. Parents will be notified (and provided with a number to call if they have security concerns).
6. The employee handbook will make clear that other employees are not authorized to carry a firearm on school grounds.
7. The SRO will carry a radio allowing for immediate contact with the SBPD.
8. Mr. Ross is a very experienced police officer with a reputation for strong relationships with kids, e.g., as a DARE officer and as a pastor. CASB will take care to avoid an adversarial relationship with students.

The Board of Directors of Career Academy of South Bend, Inc. hereby resolves:

Whereas, Suzanne Wiwi has served for four years as a member of the Board, since the inception of the Board in February, 2011;

Whereas Suzanne has provided the School with valuable insight gained from her experience as Principal of St. Joseph Catholic School, an award-winning school which has been honored as a Blue Ribbon school by the U.S. Department of Education and has been honored as a Four Star by the Indiana Department of Education;

Whereas, with the demands of leading her own school, Suzanne has elected to retire from the Board as of June, 2015;

Now, therefore, the Board hereby extends its thanks to Suzanne for the many hours she has devoted to the School's affairs and for her wise counsel, and offers this motion as a memorial in the School's records in expression of its appreciation for all she has done.