

Charter School of Morgan Hill
Special Board Meeting minutes – approved
Thursday, November 20, 2003

6:12 PM **Open session called to order**

Roll call of members present : Linda Ullah, Cinda Meister, Joy Moody, Lynn Mitoma, Scott McDonald, Mary Smathers, Dana Miller

Also present: Sharon Sousa (principal), parents Chip Czeropski, Dave Bostick

Discussion Items:

1. Possible Middle School Support Personnel

A. Parent Chip Czeropski addresses the Board:

- recommends hiring a middle school coordinator for the rest of the year ASAP
- middle school task force has written a job description for the coordinator (paid) and a volunteer coordinator (volunteer parent) job description
- staff does not have resources to implement program
- administration is overworked and understaffed
- the plan from last spring's middle school planning committee has not been implemented, don't waste their effort
- 3 of 4 middle school teachers have combined teaching experience of less than one year – risky, need additional support
- in last 2 months 20-25% of 7th/8th graders have been withdrawn (approximately 15 students)
- what we are doing is not working, needs revision
- need plan to meet needs for current students and plan for next year
- there are some qualified candidates already in the school (Paige Cisewski and Kathy Funke, for example)

Parent Dave Bostick addresses the Board:

- agrees with Chip's comments
- re-emphasizes that 6th grade parents want to help
- appreciates that Board is taking such active interest in this topic

B. Board Discussion

- Proposal brought by some Board members for a short-term consultant, to be appointed and begin immediately (Nov. 24th through Dec. 19th) to work with all middle school staff, including Spanish and PE, to assist with curriculum development, academic planning and in-class guidance, collaborate with staff to assess their needs, and report back to administration and board in December and January.
- Background for proposal: the middle school task force has identified curriculum and academic rigor as areas of concern, but is not addressing them specifically. Task force is considering recommending a position of middle school coordinator, but since, if approved, a long term middle

school coordinator-type position will require: thoughtful consideration, time (proposal won't be brought to Board until Dec. 9th), assessment of financial feasibility, posting of position and interviewing and hiring qualified candidate – this will not realistically be complete until January. Board members, in response to very specific staff and parent requests, wanted to provide support immediately that could bridge the time gap between now and whatever long-term plan was approved and takes place in the future.

- Qualifications of this person need to be considered, who will it be?
- Financial concerns expressed. Where will the money come from? There hasn't been money before - need to either raise it or make cuts. We're already in this, how can we afford not to?
- Question whether this is a band-aid – want a long-term solution. There has not yet been a written proposal for a long-term coordinator.
- Concern about lack of staff input for this proposal, that they feel thinly spread and have not been given enough quality time for collaboration and curriculum development.
- Emphasized that the intent is to offer support to staff, that the Board is listening to them and wants to help, thinks that they will welcome it. It should be presented positively – that's how it's intended.
- Schedule a special board meeting next Tuesday, November 25th at 5:30 PM to allow Mrs. Sousa (and, if possible, Mary S. and Joy M.) 5 days to communicate with each of the 6th-8th grade teachers individually, and as a team, to get their input and feedback before the board makes a decision. This proposal will be an action item at that time.

2. Possible Board Retreat on Board Goals

A. Board Discussion-

- Need to clarify process for Board self-assessment (self-assessment list was discussed over the summer) and for clarification of goals and direction.
- Build in plans for this type of retreat much earlier in the year for next year's board.
- General agreement, date to be set. Lynn will help by coordinating the date.

3. Update on Textbook and Curriculum Materials at School

- ### **A.**
- This item was placed on the agenda in error and, therefore, will be tabled until the December 9th meeting, at which time a recommendation will be brought to the board regarding spending priorities for textbook and curriculum purchases.

7:31 PM Announcement of Board going into closed session for performance review of progress on goals for Principal and Director.

**10:00 PM Report out in open session–no action was taken
Adjourn**

Respectfully submitted by D. Miller