

Cascade Public Schools

Board Meeting: Monday November 19th, 2018

Location: [Big Brothers, Big Sisters of Puget Sound](#)

Present: Bonnie, Carolyn, Louis, Scott, Garth, Bobby

Agenda

1. **ACTION ITEM: Ratify minutes from last meeting, 10.22.18**

Minutes are approved.

2. **Governance**

- a. **ACTION ITEM**: Confirm Start-Up Board Officers: Chair, Vice-Chair, Secretary, Treasurer
 - i. Bonnie Lathram: Interim Board Chair
 - ii. Carolyn: Treasurer
 - iii. Louis: Vice-Chair
 - iv. Discuss with Nicholas possible Secretary position
- b. **ACTION ITEM**: Review Bylaws and Articles of Incorporation drafts
 - i. Discussion of # of board members as a question that has surfaced
 - ii. Discussion of roles for school leaders (CEO and Principal roles); board aims for clarity in bylaws; separate two roles that both report to the board and are both evaluated by the board as a discussion
 1. What are the responsibility "buckets"?
 - a. Financial/Fiduciary/Funding/Fundraising
 - b. Pedagogy and Curriculum
 - c. Hiring, HR, and Teaching
 - d. Compliance and reporting to state
 - e. What happens in a sick leave? Sabbatical? Who owns Cascade Public Schools? (a 501c3 tax status)
 - f. When we become a school, this board is an LEA.
 - g. Garth and Scott to come back to discuss this with us next month.
- c. Recruiting:
 - i. Need: HR, Operations, Finance, Governance, Legal, Real Estate
 1. Bonnie follow up
 2. Ask Bobby for recommendations in HR/likeminded
 3. Highline board? BL to look
 4. Executives -- director of finance or director of facilities at Highline?
 5. Port of Seattle, Boeing, Alaska Airlines
- d. Board Training; December 10th 5-7pm; McKinstry Innovation Center
 - i. Decided to also meet for a drink/bite to eat after
- e. New Board Quick Start Guide
 - i. Disclosure Form
 - ii. Statement of Assurances
 - iii. Background Check

1. Louis offered to have Big Brothers, Big Sisters to do background check?
 2. We've agreed to have all paperwork to Garth and Scott on or by January 1.
 3. Questions for December 10: Follow up about background checks
- f. 2019 Calendar
- i. April 16 and 17: Hold for WA Charter meetings.
 - ii. 6:30 to 8:30 on Mondays;
 1. January 14
 2. February 11
 3. March 11
 4. April 1
 5. May 13
 6. June 10
 7. July 8
 8. August 12
 9. September 9
 10. October 14
 11. November 18
 12. December 9
- g. **ACTION ITEM:** Review and self-select committee preferences (Governance, Finance, Development, Academic Excellence and Leadership Support)
- i. Committees: do people have early thoughts? Non-board members can join committees.
 - ii. We need board titles to file to incorporate.
 - iii. Is there a Washington state charter friendly Congress?
3. **Academic Excellence**
- a. Competency Based Learning Updates
 - i. Will not apply for state waiver
 - ii. Will use competencies and 5 main learning areas
 - iii. Will be creating a GPA based on standards-based rubrics
 - a. Recent School Visits
 - i. Denver: Denver School of Science and Technology: Byers, Rise Up, Compass Academy
 1. Scott went to Denver and provided updates on his recent trip to Denver
 - ii. San Diego: High Tech High, Thrive, San Diego Met
 1. Garth and Scott gave updates on San Diego school visits
4. **Finance**
- a. Expenditures/Contracts
 - i. Writing Support - Tovah Fairshot, Jeff Petty
 - ii. Community Outreach - Jimmy Brown
 - iii. Development - Garth/Scott
 1. Discussion about Natalie Hester's work and her outreach work.
 - iv.
5. **Development**
6. **Leadership Support**
7. **Ad Hoc "Committee" updates**

- a. NSVF Application - Due November 26th
 - b. Charter Application
 - i. November/December Section Look Ahead: Educational Programming Capacity, Legal Status/Governing Documents, Governing Board, **Advisory Bodies**, Student Recruitment/Enrollment, Family/Community Involvement, Grievance Policy, Financial Plan, District Partnerships, Education Service Providers, Existing Operators, Federal Charter Grant
 - c. Community Outreach - Partnering with Jimmy Brown
 - i. December 6th NC4RJ Student Intern Forum
 - ii. December 8th KCHA Focus Groups (Parent/Student)
 - iii. December 13th Community Forum
 - iv. January 16th KCHA Focus Group
 - v. February Community Forum TBA
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Resources:

- Board Meeting Minutes, 10.22.18
- Job Descriptions: Board Officers
- Board Bylaws draft
- Board Incorporation draft
- Board Committee Roles & Responsibilities

Next Board Meeting Date/Time:

- Review Hiring Plan
- CSP Statement of Assurances