**Compass Board of Directors Meeting Minutes (081318)**

**Board Members Present**: Russ Brown; Gina Curler; Jim Hutchinson; Mark Schreiber; Jofat Castillo; Suriya Vijayasarathy; Anthony Burrell

**Board Members Excused**: None

**Compass Head of School Present**: Jan Harrison

**Guests**: Jenny Findlay

Russ Brown called the meeting to order at 1840.

Jenny Findlay read the Compass Mission Statement aloud.

The Board discussed crafting a 15 second “elevator pitch” for Compass. After discussion, Russ Brown announced some homework for each Board member before the next board meeting:

1. Individual goals for the year
2. Type up ideas for an elevator pitch to share with the rest of the Board

Russ Brown opened the room for community comment. There was none.

Russ Brown proposed making an addition to the agenda: adding an action item to discuss changing the Board meeting times. Jan Harrison also proposed adding an action item to discuss the building and enrollment. Mark Schreiber moved to approve the agenda as amended. Gina Curler seconded the motion. The motion passed unanimously.

The Board discussed approval of Board meeting minutes from the 070918 Board meetings and 080418 Board work session. Russ Brown asked to amend the 080418 minutes: to change “HR” advisory groups to “PR” advisory groups. Gina Curler moved to approve the minutes from both meetings as amended. Jofat Castillo seconded the motion. The motion passed unanimously. Suriya Vijayasarathy will make the necessary amendments and post the minutes to the Compass website.

The Finance committee then discussed the Board Treasurer’s report. Anthony Burrell explained that Rick Boos asked that the Board approve an updated budget that better reflected the actuals. Russ Brown proposed to add the term “amended budget” on the resolution sent in the Board packet regarding approval of the updated budget. Gina Curler moved to approve the resolution as amended. The motion passed unanimously. Russ Brown and Suriya Vijayasarathy signed the resolution in the presence of the Board as Board President and Board Secretary, respectively.

Anthony Burrell then gave an overview to the Board of the Financial Statements with the 2017-2018 Budget vs. YTD Actuals. The Board discussed the document.

The Board moved on to discuss approving Sandra Ruiz for a 2 year term on the Board. Jofat Castillo moved to approve to onboard Sandra. Gina Curler seconded the motion. The motion passed unanimously.

The Board moved on to second readings of the following items:

Compass Board Communication Policy: Gina Curler asked for more specificity about the policy’s intentions regarding official Board positions, and Google Docs. The Board discussed the policy. Russ Brown asked Gina Curler to make the necessary amendments and bring the document back to the Board for a third reading next month.

Compass Board Agenda Setting Policy: The Board did not propose any amendments. Gina Curler moved to approve the Agenda Setting Policy. Suriya Vijayasarathy seconded the motion. The motion passed unanimously. Suriya Vijayasarathy signed the policy in the presence of the Board, as Board Secretary.

Compass Delineation of Board of Directors and School Leader Roles: The Board did not propose any amendments to the policy. Mark Schreiber moved to approve the policy. Jofat Castillo seconded the motion. The motion passed unanimously. Suriya Vijayasarathy signed the policy in the presence of the Board, as Board Secretary.

The Board moved on to discuss approval of the Goals for the Head of School. The Board discussed each goal, as proposed by Jan Harrison:

Goal 1: No changes where proposed.

Goal 2: Jan Harrison proposed tabling National Board Certification for all Compass Teachers for the 2019-2020 school year.

Goal 3: Russ Brown asked for clarification regarding the Board’s role in meeting this goal. Jim Hutchinson proposed changing the language in the goal to reflect the Head of School’s goal to coordinate with stakeholders.

Goal 4: Jim Hutchinson proposed that this goal be changed from an “additional goal’ to a “personal goal.”

Mark Schreiber also asked that Jan Harrison to reorganize the goals into a numbered list.

Mark Schreiber moved to approve the Goals for the Head of School as amended. Gina Curler seconded the motion. The motion passed unanimously.

The Board discussed approval of the Rubric for Evaluating Head of School, a resource provided by the Colorado Department of Education. Russ Brown explained to the Board hat the rubric may not be fully applicable in the future, but will meet the Board’s needs for now during Jan Harrison’s first round of evaluations starting the 2018-2019 school year. Gina Curler moved to approve the rubric. Jofat Castillo seconded the motion. The motion passed unanimously.

The Board discussed approval of the Timeline for Evaluating the Head of School, a resource provided by Colorado League of Charter Schools. After discussion, Gina Curler moved to approve the timeline. Jofat Castillo seconded the motion. The motion passed unanimously.

The Board discussed moving Board meetings to the third Monday of the month, in order for financial documents to be sent to the Board in time for meetings. Gina Curler moved to approve this change, starting with the September Board meeting. Anthony Burrell seconded the motion. The motion passed unanimously.

The Board held a first reading for the Communications Pathway policy. The Board discussed making a flowchart to better organize the content in the policy—Jofat Castillo volunteered to craft this flowchart. Suriya Vijayasarathy proposed clarification of the review timeline. The Board will hold a second reading of the policy, with the necessary amendments, at the September Board meeting.

The Board discussed making individual Compass email addresses for each Board member. Jan Harrison helped Board members set up their emails.

Russ Brown asked that Board Members send him their individual goals and 15 second elevator pitch by September 10th.

Russ Brown proposed posting the vision and mission of the school in the school itself—the Board discussed this with Jan Harrison.

Jenny Findlay presented to the Board regarding the Board’s role in governing and developing the school. The Board discussed bringing in community partners, potentially making an advisory committee and/or a council pertaining to development and to strategically develop a talent pipeline.

Jim Hutchinson left the meeting at 2041.

The Board discussed setting up a reading group for the book, *The End of Average* by Todd Rose. This would include faculty and the PAC, with Board members strongly encouraged to attend. The reading was scheduled for November 12th. Jofat Castillo volunteered to research the Poudre River Library’s book club resources.

The Board decided to table conversation regarding the data dashboard for the next meeting. Russ Brown proposed four essential data for the dashboard: financials, student attendance, and student achievement.

The Board decided to table conversation regarding advisory committees for next Board meeting’s work session.

The Board discussed miscellaneous Board responsibilities:

Russ Brown and Jofat Castillo volunteered to be Board Liaisons for the Grand Opening Committee.

Suriya Vijayasarathy volunteered to compile the Board Sunshine List.

Gina Curler and Suriya Vijayasarathy switched committee roles: Suriya Vijayasarathy is now the Board liaison to the PAC, and Gina Curler is now on the Governance Committee.

The Board discussed asking the PSD Board for a calendar of reporting timelines.

The Board confirmed that a liability rider for Board and Officers has been in place since January.

Jan Harrison discussed setting up risk management tours for 2105 S. College.

The Board discussed the following dates:

Back to School Night on Tuesday, August 14th.

Board and Faculty joint training on Thursday, August 16th, from 0900-1300.

Compass Grand Opening on Friday, September 28th. Attendance is mandatory for Board Members.

Jan Harrison gave the Board an update on the building at 2105 S. College. The Board will receive its Certificate of Occupancy on August 14th, in time of the Back to School Night.

There being no further business, the meeting was adjourned at 2104.