



COLLEGIATE HALL CHARTER SCHOOL

BOARD MEETING | MARSHALL ELEMENTARY 1142 EAST 56TH STREET, TULSA, OK 74105

MAY 14, 2018 | 4:30 PM – 6:00 PM

AGENDA

	Action	Item	Lead	Materials
I		Welcome	Board Chair	
II	VOTE	Approval of Agenda	Chair	Agenda
III	VOTE	Approval of Previous Meeting's Minutes	Chair	Minutes
IV		Public Comments 1. Comments on Items on the agenda 2. Comments on items not on the agenda	Board Chair	
V		Governance Committee Report	Governance Committee Chair	
	VOTE	New Board Members and Slate of Officers	Governance Committee Chair	Resumes
VI		Finance Committee Report	Board Chair/Head of School	Finance Committee Report, Encumbrance Report, Purchase Order Monitor
	VOTE	Review of Contracts	Board Chair/Head of School	
	VOTE	Encumbrance Register Approval	Board Chair/Head of School	Encumbrance Register
VII		Head of School Report	Nikhil Kawlra	
VIII		New Business	Board Chair	<i>Note: This business is, in accordance with Oklahoma Statutes Title 5 § 311 (A) (9), limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda.</i>
IX		Adjournment	Board Chair	Adjournment

NOTES



COLLEGIATE HALL CHARTER SCHOOL

BOARD MEETING | MARSHALL ELEMENTARY 1142 EAST 56TH STREET, TULSA, OK 74105

MARCH 12, 2018 | MEETING MINUTES

Attendees: Justin Harlan, Sarah Jane Gillett, Rick Huck, David Poarch, Carlo Agapito, Lyn Entzeroth, Nicole Morgan

	Action	Item	Notes	Voting Record
I		Welcome		
II	VOTE	Approval of Agenda		First: SG Second: RH Aye: JH, DP, CA, LE, NM Nays: None
III	VOTE	Approval of Previous Meeting's Minutes		First: JH Second: SG Aye: RH, DP, CA, LE, NM Nays: None
IV		Public Comments 3. Comments on Items on the agenda 4. Comments on items not on the agenda		
V		Finance Committee Report		
	VOTE	Encumbrance Register Approval		Aye: RH, DP, CA, LE, NM, JH, SG Nay: None
	VOTE	Proposed Budget	Recommendation for separate account/budget for teacher training	First: DP Second: LE Aye: JH, SG, RH, CA, NM Nays: None
	VOTE	NWEA MAP Contract		Aye: RH, DP, CA, LE, NM, JH, SG Nay: None
VI		Governance Committee Report	New Potential Members: Amber Masters, Michael Dupont, Annabelle Jones	
VII		Head of School Report		



VIII		Adjournment		First: RH Second: LE Aye: JH,SG,DP, CA, NM Nays: None
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NOTES



ATTENDEE SIGNATURES

<u>Name</u>	<u>Signature</u>
Justin Harlan	
Sarah Jane Gillett	
Rick Huck	
David Poarch	
Carlo Agapito	
Lyn Entzeroth	
Nicole Morgan	
CB Rowan	



GOVERNANCE COMMITTEE REPORT

To: Collegiate Hall Board of Directors
From: Lyn Entzeroth, Chair, Governance Committee
Re: Governance Committee Report
Date: May 14, 2018

The Governance Committee met on May 7, 2017. Present at the meeting were Lyn Entzeroth (Chair), Sarah Jane Gillett, and Nikhil Kawlra. The Committee agree that it will present to the Board for approval for Board membership the following: Amber Masters, Annabel Jones, Michael Dupont and Lindsay Bennefield. The Committee will continue to vet potential Board members with the goal of adding Board recommendations over the summer if appropriate. The Committee also is reviewing the slate of officers for 2017-18 and will present the slate officers to the Board at the June Board meeting for approval.



FINANCE COMMITTEE REPORT

Finance Committee – April 2018 Report

1. Financial Statements
 - a. Cash balance adequate
 - b. Revenues – light in Title I, II and Special Ed
 - c. Expenses running below budget (73%) with two months left
2. Payments Register
 - a. BOK on there twice – payroll.
3. Contracts
 - a. Bus quote, we budgeted 83k, quote came in as 85.
 - b. Occupational and Physical Therapy
 - c. Custodial Services
 - d. Accounting Software and student data software from MAS.



HEAD OF SCHOOL REPORT

1. Staffing
 - a. Leadership Team Fully Hired (Academic Coaches, Dean of Students, Community Outreach Coordinator)
 - b. Struggling to Find Techers
 - c. TFA Interview Day on 5/14
2. Student recruitment
 - a. Under Way – 4 Mailers, 2 Email Blasts, and Facebook Ads
 - b. To Do – Phone Calls, Flyers on Doors
3. Updates on K-3
 - a. Met with Andrea Castaneda on 4/10 – email update sent
 - b. Nikhil currently working on
4. Updates on Teacher Training
 - a. Partnership with BA, other charters
 - b. New Teacher Trainers Conference
5. Development
 - a. Emerging CMO School Visit (thank you for attending!)
 - b. Did not get Cox Charities Grant
 - c. Did get Century Link Grant
 - d. Tours: Sheila Dills, Century Link, Cindy Decker,
 - e. Upcoming Tours: Dr. Ford (OU Tulsa), Broken Arrow, Stephani Franklin, Josh Regnier, KoJo A-C, Rodrigo Rojas (TBD)
6. Building Excellent Schools Anchoring Excellence Update