

**CROSSROADS CHARTER ACADEMY  
BOARD OF DIRECTORS MEETING  
MINUTES  
SEPTEMBER 10, 2009**

DATE: September 10, 2009  
TIME: 7:00p.m.  
PLACE: CCA Library/Media Center—Elementary Building

1. Call to Order: 7:00p.m.  
Present: Jim Woolen, President  
Jimmie Rodgers, Vice President  
Krissy Workman, Secretary  
David Frees, Representative At Large  
Sayed Hashimi, Board Member  
Kemi Fadayomi, Board Member  
Absent: Paula Vaughn, Treasurer  
Also Present: Ronald Schneider, Superintendent  
Trudi Green, Director of Finance  
Tom Saporito, MS/HS Principal  
Kendall Schroeder, K-6 Principal  
Jim DeKorne, GVSU  
Bruce Blevins, Woodbridge

2. Approval of Agenda

Motion was made by David Frees, seconded by Sayed Hashimi, to approve the agenda with the following additions: #8. Resolution to accept GVSU Grant money; #9 Status of Technology at CCA. Motion carried.

3. Approval of Minutes

Motion was made by Sayed Hashimi, seconded by Kemi Fadayomi, to approve the minutes with the following correction: pg. 1, #3, third motion to read “Motion was made by Sayed Hashimi, seconded by Paula Vaughn, to approve minutes of the closed session....” Motion carried.

4. Reports:

P.A.C.: Michelle Gabalis

The next meeting is Tuesday, September 15 on the topic of student curriculum and how parents can be involved.

P.T.O.: Adriana Mallett

Their next meeting is September 22 at 3:30p.m. They are working on great ways of communicating with the teachers. They will be hosting the Carnival this year. The 4th grade has requested that we make it a community project by having people pay with canned goods that will be donated. They are bringing the “Read and Be Well” program to the Education Committee for future Board approval. Our students would be writing their own books for children who are ill. We are working with the local doctors and DeVos Children’s Hospital. They are anxious to hear from us if we approve this project. It ties in nicely with Habits of the Mind and our Character Education goals of helping others. Novi Schools use this program and are very pleased. We have already checked to assure that it aligns with the GLCE’s.

The Board requested that we make sure it agrees with our teacher’s curriculum and way of doing

things. Question was asked as to who would be in charge. It will be the teachers. It may not be added, but integrated into their curriculum throughout the school year. The books would be donated at the end of the year.

Director of Finance:

Trudi Green

She presented the monthly financial statements. The Auditor is still faxing things back and forth and we have received the draft. He will be at the October meeting and will ask that you accept his report so it can be filed with the State of Michigan by the November deadline. We are working on the fresh fruits and vegetables grant and need to submit it by September 20. Thank you to Charissa Talsma for having our Consolidated Grant done and approved; which helps us when we get our money earlier in the school year.

K-6 Principal:

Kendall Schroeder

We had a wonderful start to the week. A lot of new faces; new families and new staff. We have heard great things from them. It's been a very smooth start. He is proud of the staff and all they have put into it. We had a staff meeting at the end of the first day and everyone is doing great. We have had to do things the old way because of technology programs and it has gone well. We hope to start our All Star Academy on October 12. We have requested teachers to submit their course ideas for approval. We are excited to get our "Literary Magazine" going. The building looks great. Ron Dunn and his crew did a great job this summer. New teacher Sarah LaLonde was introduced to the board members.

Sayed stated that we are doing a good job of keeping the traffic moving. What are you doing to help improve the 4th grade test scores for this year? Writing is being pushed in 3rd grade this year also, and it should be noted that the 4th grade students are actually being tested on the retention of 3rd grade skills because it is at the beginning of the 4th grade year. It was noted that there is a general lack of writing skills across the state, and that we are definitely focusing on it this year. MAP testing starts next week; which provides another base of information to help us assess our students.

Jimmie asked what does Pearson Data project do for us? So far, not much. Its starting to come together. Is there any part that gives tools for formative assessments? Yes. Results are as we scan them. We have to go to the ISD and scan them in manually. They are excited that we are as ready as we are.

MS/HS Principal:

Tom Saporito

Title I is doing very well. We have identified almost 50 students. Their schedules are set. Pay to Participate; all the money is in and that program is off to a good start. The start of school went very well. We are scheduling new students every day. We have 67 athletes participating this Fall. September 19 and 20 is Relay For Life and we have several events planned. We are hosting a Red Cross Blood Drive on September 25. They will be giving us a \$500 Scholarship. Back to school night went extremely well, the gym was almost full. We have around 260 students 7-12 at present. We are starting a Curriculum Committee for the MS/HS to work on course alignment. We are planning for Homecoming. Tom has talked with our seniors encouraging them to apply to colleges and for scholarships. "Responsible Thinking Process" is our theme for Character Education this year. If they have a suspension or violation of the Student Handbook they will do this during their suspension time.

Question was asked if our teachers are trained in RTP? Some are and we are bringing some training in. Question was asked for what types of infractions will they do this process? We have students leave campus without permission, two last year who went into the woods for the day, disrespect to a faculty member, driving their car inappropriately or with students outside the vehicle, etc. The process is not for minor infractions. We are trying to avoid having students fail because they are not being responsible with homework or participation in class. It would also be used in these situations. We have students repeating a year because they chose not to do

their work and failed courses and may graduate a year behind their class. Its an ownership issue. Many of these procedures come from Glasser's writings. The concept is that as they get older they need to be held more responsible. This is for students who have not done homework in a long time, not the occasional offender. We hope to have interventions long before this process is needed.

Superintendent: Ronald Schneider

Had a very productive day on September 1st at GVSU's beautiful new Charter School office facilities. They are getting into the professional development (P.D.) business. They are connecting their yearly grant to teachers attending P.D. and earning collective hours as a staff. His four hours will count towards the grant. They have looked at Curriculum Crafter created by Kent ISD and will pay for us to purchase it. Their new Director, Dr. Tim Wood, feels this will be an exciting year. They will pay for our subs during P.D. We have around 620-630 students at present. The September 30 Count Day will tell us the real numbers. We have no update on preschool. Morley-Stanwood and CCA are not starting. Other districts are starting with carry over money, but when its gone will probably shut down. The legislature has had some long sessions, but they do not have enough agreement as yet. We hope they fund preschool and that they don't cut our per pupil funding. We have heard a lot of things, but won't know until they reveal the final budget .

We need to talk about the Annual Board Retreat. We need a date and topics for the agenda. The Retreat can be counted toward the GVSU P.D. Grant. It was suggested to get possible topic ideas from GVSU Rep.

GVSU Representative: Jim DeKorne

The grant is a rebate of fees that have already been paid to GVSU by our schools. We work hard at keeping our office efficient so we can benefit kids. We are the only authorizer in the State that does this. You are one of 30 charter schools to enjoy this privilege. We want to help you fulfill your mission. This year it is broken into four areas with a possible total up to \$50 per student. All areas will be counted individually. You can meet one criteria and get that money, and not meet another area. This will be done in one payment in August, 2010. The money is available for next year. We have new ideas for professional development for staff. It will be free P.D., with payment for the subs in addition to the grant money. We have a list of topics that are being generated right now. New Board Members Paula Vaughn and Kemi Fadayomi will need to do six hours of new board member training. The MAP test is used to show growth, so if all of your students are showing growth that will be another portion of grant money. CCA students are currently doing better than the national percentages. This is to keep everybody growing.

Jimmie Rodgers asked if they have done anything with longevity cohorts? Not yet! Is there any Board certification process? That is a board decision. The state usually works with school boards, but we're not sure how they view charters. MAPSA and other organizations may know more on this issue. It would be good to hold yourselves accountable to an outside standard.

Kemi asked how does the board training work? Hopefully it will be done on time and before November 1. We will also video tape trainings for pod casts online.

Ron Schneider stated that GVSU's new facility is quite impressive.

Jimmie asked that the retreat be open for board members to bring up their concerns in round table format. Sayed agreed that they would like to see this on the regular meeting agenda from now on, just before adjournment.

The board thanked Bruce Blevins for his hard work on the WMES Woodbridge Contract wording.

## 5. Public Comments

Michelle Gabalis stated that the website is not up-to-date, nor user friendly. It was stated that this issue will be addressed later in the meeting.

## 6. Action Items:

## A. Old Business:

## 1. Approve Woodbridge WMES Contract for 2009-2010

Motion was made by Kemi Fadayomi, seconded by Sayed Hashimi, to approve the one (1) year agreement with Woodbridge Management Group, Inc. Motion carried.

## 2. Approve Woodbridge 401K Plan for 2009-2010

Motion was made by Sayed Hashimi, seconded by David Frees, to approve the appointment of Board Treasurer, Paula Vaughn, as the Trustee of the Crossroads Charter Academy 401(K) PLAN. Motion carried.

Motion was made by Jimmie Rodgers, seconded by Sayed Hashimi, to approve the Resolution for the 401(K) PLAN TRUST for Crossroads Charter Academy. Motion carried.

Motion was made by Kemi Fadayomi, seconded by Sayed Hashimi, to approve the removal of Gary Bennett and Craig Westman as Trustees from the Crossroads Charter Academy 401(K) PLAN. Motion carried.

It was noted that the Board section of the Policy Manual should be revised to assure that the Board Treasurer will be the 401(K) appointed Trustee. Changes in Treasurer's will necessitate revision of the 401(K) PLAN through Woodbridge to reflect the individual name change of the Trustee.

## B. New Business:

## 1. Finance Committee Report and Recommendations

They met on September 3 and have concerns over the number of new Special Education students and enrollment numbers. We are currently using the electronic sign on Perry Street for advertising, with our ad visible up to 2,200 times daily for six months. We are using 3 months now and 3 months later in the school year.

The Yearbook is now a club status program, and we need an advisory stipend for the person being appointed. They will do a time study this year to see if we are high or low in our estimate.

MOTA cost us around \$500 to \$600 for the whole year, and has been good for getting people here. We know we have families coming because of it. The only complaints have been stops and times.

- a. Motion was made by David Frees, seconded by Jimmie Rodgers, to approve the MOTA Contract for 2009-2010. Motion carried.

- b. Motion was made by Sayed Hashimi, seconded by Kemi Fadayomi, to approve the High School Yearbook Advisory stipend of \$1,500. Motion carried.

It was noted that the quality of the 2008-2009 yearbook was absolutely awesome.

2. Building & Grounds Committee Report and Recommendations

No meeting was held this month.

3. Education Committee Report and Recommendations

- a. Motion was made by Krissy Workman, seconded by Jimmie Rogers, to approve the purchase of the "Understanding Psychology" textbooks, not to exceed \$500. Motion carried.

The board extended its appreciation to Sandy Smaltz for her time and research on this project.

- b. Motion was made by Jimmie Rodgers, seconded by Kemi Fadayomi, to approve the sale of the old Psychology textbooks. Motion carried.

- c. Motion was made by Sayed Hashimi, seconded by Kemi Fadayomi, to approve the purchase of textbooks for Sports Literature: "Quiet Strength" and "Reach For The Summit" not to exceed \$200. Motion carried.

- d. Consider/Discuss Course Fees for Elective Courses

It was noted that student can purchase their own books in the Sports Literature classes in order to use highlighters for personal study. Student cost would be the school's cost. It would encourage students to build their own library.

4. Recommend Woodbridge Group Hire:

Motion was made by Sayed Hashimi, seconded by Kemi Fadayomi, to recommend Woodbridge Group Hire the following:

Stephanie Poortvliet as MS/HS Title I Parapro  
Jodie Maguire changed to Elementary Receptionist  
Maryanne Winterhalter to Food Service  
Katie Eshelman as K-6 Art Teacher  
Jill Rehkopf as HS Special Education Teacher

Motion carried.

5. Recommend Woodbridge Group Accept Resignation

Motion was made by David Frees, seconded by Jimmie Rodgers, to recommend Woodbridge Group accept the resignation of Joshua Yurick as MS/HS Art Teacher. Motion carried. It was stated, "We want him here!"

6. Approve Annual Education Report 2008-2009

Motion was made by Sayed Hashimi, seconded by David Frees, to approve the Annual Education Report for 2008-2009. Motion carried.

7. Special Education Teacher

Motion was made by Krissy Workman, seconded by Sayed Hashimi, to recommend Woodbridge Group hire a Special Education Teacher as needed. Motion carried.

8. Resolution to Accept GVSU Grant Money

Motion was made by Kemi Fadayomi, seconded by Jimmie Rodgers, to accept the GVSU Grant money of \$11,500. Motion carried.

9. Status of Technology at CCA

Discussion was held on the technology issues at CCA, and the MOP Co-op situation. Jim Woolen, and Ron Schneider will meet with Brian Pickett of the ISD tomorrow. The board wanted it conveyed that we are not in any way satisfied with the current operation of the MOP Co-op technology service.

7. Board Member Round Table Discussion

Sayed stated that he would like to see the board be able to interact with the teachers, by having them come to the meetings to present and update from their individual areas; possibly 2 per meeting. Jimmie would like to hear how they are aligning their curriculum to the GLCE's and HSCE's and how they are measuring if they're being met. What kind of challenges are they facing, and what are their needs? How can we help them? They could bring a couple of students to demonstrate an activity that they are doing in class. This portion of the meeting can be under Reports and called "Academic Moments" or thereabouts. Have them share pride points with us.

Jimmie thanked Sandy Smaltz again for her hard work on the textbook research.

8. Next Regular Meeting: October 8, 2009

9. Adjournment

Jim Woolen adjourned the meeting at 9:05p.m.

Respectfully Submitted By: \_\_\_\_\_ Dated: \_\_\_\_\_