

**Board Meeting Minutes**  
**Global Community Charter School**

December 15, 2021

6:31 p.m. – 9:02 p.m. (scheduled to convene at 6:30pm)

*Minutes of the meeting of the Board of Trustees (BOT) for Global Community Charter School (GCCS) held on December 15, 2021 in the school building at 218 W 147th and by videoconference.*

JZ noted quorum and called the meeting to order at 6:31 p.m.

Roll Call

BOT in attendance: None

BOT by video conference: Juanita De Castro (JC); Anna Houseman (AH); Nick Pozek (NP); James Zika (JZ); Martha Zomow (MZ); Kate McGovern (KM); Misbah Budhwani (MB); Luke Copley (LC)

GCCS Staff in attendance: Bill Holmes (BH)

GCCS Staff by video conference: Kristan Norgrove (KN)

Public: I. Norman

Public Comment

None.

Items for Vote

BH confirmed that the Finance Committee reviewed GCCS IRS Form 990 and that Friends Of GCCS also separately files the form. AH moved, and KM seconded, a motion to approve the IRS Form 990 for submission to state and federal IRS. The motion passed.

In discussing the update to the Enrollment Policy, BH stated that GCCS is removing “mandatory” language for compliance reasons. MZ moved, and LZ seconded, a motion to approve the updated Enrollment Policy to remove the word “mandatory” from the enrollment section. The motion passed.

BOT discussed changes to the Family Handbook. KN said the document is updated to reflect the law, and that weapons are covered in language of “destructive items.” BH confirmed that the appeal form should be an attachment to the handbook. BOT discussed other changes, including requesting the appeal section name “Board Chair” rather than naming James Zika, and to modify the pronouns. BH said that the handbook will be re-uploaded to the website and the school will notify the families of the changes.

MB moved, and NP seconded, a motion to approve the updated Family Handbook, pending the few edits listed above. The motion passed.

KM asked why the new proposed bylaw states we can only give notice about our meeting 10 days before to the internal board. MZ asked if notices of meetings are archived somewhere. AH asked if we could get more information from Lisa, our lawyer who proposed this change. The board decided to return to this item for vote next month with more information.

### Approval of Minutes

JC moved, and JZ seconded, a motion to approve the Minutes from the November 17 Regular BOT Meeting. The motion passed.

### Brief Committee Updates

LC updated the BOT on discussions around real estate purchases, including discussions with financial underwriters. Finance Committee will review a full proposal the week of January 4th. LC will circulate notes from the second part of the Finance Committee meeting last week. LC asked anyone with feedback regarding the purchase to join the separate discussions.

NP updated the BOT on Strategy Task Force discussions, including the status of distributed surveys. NP said that we might consider a “Strategy Retreat” in the spring. MZ confirmed that KN’s advisory staff started a plan on supporting GCCS graduates. MZ also reminded us that we need to review the mission statement using the feedback that we receive from the surveys.

JC recapped the total raised thus far - \$34,000 out of \$100,000 (the fundraising goal for 2021-2022). BH and Julia updated the Development Task Force on the grants that were submitted as well as other timely updates on donations and opportunities. The school will have four events (two fundraisers - one in Spring 2022, and one in Fall 2023).

JC reminded the BOT that BH and JZ will start having individual board conversation meetings in January to discuss fundraising potential and board contributions. JZ said it would be helpful to hear how board members feel about their individual contribution. Conversation about the premise of the individual development conversations and whether board members feel comfortable discussing their financial commitment. LZ said that these conversations should be more a two-way dialogue. The BOT decided that the next Development Task Force meeting will create a potential framework for these individual meetings.

KM confirmed that EAC looked at elementary ELA and Math data, but EAC did not have the opportunity to review Middle School data. EAC would like to review middle school data in the Spring. Kristan created a schedule that explains how observations take place. EAC also discussed chronic absenteeism and the need to continue monitoring absenteeism today.

### Academic and Operations

Renewal site visit:

JZ said no surprises in the conversation we had during the site visit. BOT and BH discussed the format of GCCS application, including updates to the form. KN said that the school was doing everything on the 2019 rubric. KN provided observations on the site visit and reactions.

BH stated that he still hasn’t found anyone to fill the Operations position. He has two interviews on Friday and is contemplating using a different platform (besides Indeed) to recruit for new jobs.

### Other

MZ asked question about whether we need to keep the plastic partitions in the classroom. KN said that the school will be updating its COVID policies in January. LC asked if our policies were aligned to other schools.

BOT entered into executive session at 7:55 p.m. to discuss personnel and legal matters. BOT exited executive session at 9:00 p.m.

Adjournment

JZ adjourned the meeting at 9:02 p.m.