Chautauqua Board Meeting |MINUTES

Meeting date | time 3/31/2017 11:45 AM | Meeting location Front Meeting Room

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| Meeting called by | Dr. Terry Jack |
| Type of meeting | Monthly Board Meeting |
| Facilitator | Cynthia McCauley |
| Note taker | Cynthia McCauley |
| Timekeeper | Cynthia McCauley |

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| Attendees:Dr. Terry Jack, Bob Smith, Mary Sittman, Marylyn Denecke, Alvin Peters, Cynthia Peters, Mary Pat Zebroski, Nancy Boyd, Pamela Cramer, Kathy Barr, Cecile Scoon, Denise Phillips, Sahara Peters |

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# Agenda topics

Time allotted | 5 min. | Agenda topic Approve Board Minutes from February | Presenter Dr. Jack

Discussion: Minutes were reviewed and no corrections were made. Mr. Peters motions to approve minutes. Ms. Denecke seconds.

Conclusion: Motion carries.

Time allotted | 10 min. | Agenda topic February Financial Report | Presenter Cynthia McCauley

Discussion: Chautauqua has not received funds for the Adults with Disabilities Grant yet. An inquiry will be made to why this is so. Ms. Sittman motions to approve financial documents as presented with the stipulation that the AD Grant will be investigated. Mr. Ellis seconds.

Conclusion: Motion carries.

Time allotted | 5 min. | Agenda topic Welcome Pam! | Presenter C. McCauley

Discussion: Chautauqua formally introduced their newest board member, Pamela Cramer. A Board Governance Training packet was given to her for personal benefit.

Conclusion: N/A

Time allotted | 10 min. | Agenda topic Empty Bowl | Presenter Mary Pat Zebroski

Discussion: The annual Empty Bowl Community Dinner was held on March 14th. It was one of the most successful dinners ever hosted for the school, feeding roughly 400 people and raising well over $7,000. Chautauqua would like to extend a special thank you the many Chautauqua and Bay High School student volunteer’s efforts ensured a wonderful night for all. The money raised will help those in need secure trolley passes on the hottest and coldest days of the year.

Conclusion N/A

Time allotted | 10 min | Agenda topic Cork Program | Presenter Mrs. Cynthia McCauley

Discussion: Mrs. McCauley will be traveling to Ireland April 11th through the 13th to negotiate an international agreement between the University of Cork, Florida State University, and Chautauqua. Mrs. McCauley and Ryan Beidelman will be attending a meeting on the 5th to explain the program in detail with the Dean of Social Work and the Associate Dean of FSU-PC. Eight students and five staff will be visiting Cork College (with a layover in Iceland) May 20th and return June 1st. Everyone involved is excited about to possibilities this program should offer and we hope the program will begin in fall of 2017.

Conclusion: N/A

Time allotted | 5 min | Agenda topic Project Search | Presenter Ms. McCauley

Discussion: The school is still searching for a partner to participate in a Project Search Program. The Project SEARCH Program is a unique, business led, one year school-to-work program that takes place entirely at the workplace. Total workplace immersion facilitates a seamless combination of classroom instruction, career exploration, and hands-on training through worksite rotations. Most workplaces are a hospital.

Conclusion: N/A

Time allotted | 10 min | Agenda topic Chautauqua Institute | Presenter Mrs. Cynthia McCauley

Discussion: Staff and board members are welcomed to attend in-service and board training at the Chautauqua Institute in New York state. The school will be traveling during the fifth week of the summer program at the Institute.

Conclusion: N/A

Time allotted | 5 min | Agenda topic Charter Revision | Presenter Mrs. Cynthia McCauley

Discussion: Chautauqua recently amended our charter. It goes before Bay District School Board approval at a meeting to be held on Tuesday, April 18th.

Conclusion: N/A

Time allotted | 5 min | Agenda topic Grants | Presenter Mrs. Cynthia McCauley

Discussion: The school has recently applied for two grants: The Summer Youth Grant and the H. E. Grant. The board requested and the executive director, C. McCauley, agreed to request payment and/or status of payment for the Adult with Disabilities Grant funding held by the District in the approximate amount of $100,000.

Conclusion: N/A

Time allotted | 5 min | Agenda topic Babylon and the Magic Star | Presenter Mrs. Cynthia McCauley

Discussion: We are in the process of working with Harvard in their efforts to increase literacy around the world. It may lead to several traveling opportunities in the future.

Conclusion: N/A

Time allotted | 10 min | Agenda topic Staff Bonus | Presenter Dr. Jack

Discussion: The staff will receive a bonus this year in the form of 5%. Mrs. Denecke motions to give staff said raise. Mrs. Barr Seconds.

Conclusion: Motion carries.

Time allotted | 5 min | Agenda topic Graduation | Presenter Mrs. Cynthia McCauley

Discussion: Graduation will be held at the Bay High School Cafeteria on May 19, 2107 at 6:30. All invited to attend.

Conclusion: N/A

Time allotted | 1 min | Agenda topic Closing | Presenter Dr. Jack

Discussion: Motion by Dr. Jack to adjourn meeting. Ms. Sittman seconds.

Conclusion: Motion passes. Meeting ended. 1:20 p.m.