

Career Academy of South Bend, Inc.  
Minutes of Meeting of Board of Directors  
December 7, 2021 via Zoom and In Person

Directors Present: David Balkin, Marian Hodges, Larry Garatoni, Michael Garatoni, Mark Melnick, John DeSalle, Nick Swisher, Chad Hartzell

Staff Attending: Dean Fecher, Jeremy Lugbill, Nick Garstka, Kim Richardson, Sam Ells, Rob Kohler, Rhonda Myers, Tammy Youngs, Geriann Druyos

Via Zoom: Kay Antonelli, Emily Gaskill, Charles Loeser

A. Call to Order. Larry Garatoni called the meeting to order at 5:00 pm.

B. Approval of Minutes. The minutes of the prior (October 26) meeting were approved.

C. School Operations.

1. Superintendent Update.

a. Career Academy's Niche. With the Early College and work-based learning programs expanding, Jeremy said, the high school is stressing its niche as the high school where 100% of students will graduate with either Indiana College Core credits or an industry certification and an internship experience. For both those who want to go to college and those who don't, we will offer the opportunity of practical achievement that get them well-started on a rewarding career.

b. GEO Grant. Jeremy reported that the Indianapolis-based GEO Foundation has advised it will award grant funds to Career and Success to hire tutors to assist our students. Details will be confirmed and reported in future months.

c. IDOE Visit. Dr. Rebecca Estes, Sr. Director of Educator Talent, Office of Leadership and Innovation, visited CASB & SASB on Dec. 2, 2021 to discuss CASB/SASB's innovative approach to education.

d. STEM Partnership with Notre Dame. Career Academy is working with Notre Dame on a pilot program for broadening participation in STEM fields. Instructional strategies will be studied with the goal of sharing best practices with other educators around the country.

2. Success Academy Update.

a. Thanksgiving meal distribution. Dean reported Success and Career passed out free Thanksgiving pies to over 400 families and passed out over 50 meals through the

“Cultivate” program using leftover food from local restaurants. Success distributes Cultivate meals year-round but steps it up at Thanksgiving.

b. City Connects program. Dean introduced Jen Martin, Success Academy’s social worker, to report on the implementation of Marian University’s “City Connects” program, <https://www.marian.edu/educators-college/community-outreach/center-for-vibrant-schools/city-connects>, at Success. The program provides a methodology for a social worker to collaborate with teachers to review the strengths and needs of every student, collecting behavioral, social/emotional academic, attendance and family support data, which is used to create a support plan tailored for the student’s needs. Students who are most at risk receive an in-depth review and a broader level of support, but every student is supported. The City Connects Coordinator becomes the organizer for community-based service providers, working with the school’s Special Education teachers, speech therapists, and English Language Learner teachers. The program’s software tracks services and evaluates results, making sure every student is getting what’s needed.

c. Coding Week. Dean introduced Dara Jeffries, Success Academy’s Coding teacher, who explained that in this year’s Computer Science Education Week, December 6-12, she is engaging students in the “Hour of Code” program. Mrs. Jeffries, who is working on incorporating project-based learning methods in teaching coding, said she will be starting a Coding for Girls club in the Spring.

d. Wrapping up first semester. Dean reported that Success students will be taking their mid-year I-READY reading and math tests before the Christmas break. In January students will be taking a mid-year reading assessment using the Fountas and Pinnell system. Dean said he’s very pleased with the leadership team and staff for implementing with fidelity most of the strategies identified in the strategic plan.

### 3. Middle School Update.

Rhonda reported on the middle school’s implementation of the “Performance Matters” program, which provides a central location for all assessment data. The staff has been trained in how to use data to analyze trends in learning and growth to identify students requiring Intervention. It’s a tool allowing significant improvement in use of data to drive instruction. Rhonda thanked Vera Jones for her help in preparing teachers to use this system.

### 4. High School Update.

Nick reported that the first semester of cross curricular classes have gone well. There are two: a class that combines 11th grade survey of American history with College Writing and a class that chemistry and algebra. The results have been excellent: kids write better when they have

something real to write about and they do better with algebra when it has real life application. This also worked with a summer class combining biology and algebra.

Nick reported that for the first time our ninth, tenth and eleventh graders have taken the PSAT. The data analysis is just beginning but in the future this should provide a good measure of our progress in comparison with national norms. Taking the PSAT also provides our students with access to the Khan Academy math and English instructional software, which is free to us under the College Board's arrangement with the Khan Academy. All our high schoolers continue to use the MindPlay English program, which we believe was instrumental in raising our 2021 ISTEP English pass rate to 64% (higher than any SBCSC high school or Mishawaka High School).

Larry said we need to find a way to improve in math like we have in English, he'd like to see a detailed game plan. Jeremy said he'll create and forward a summary. One aspect is having IUSB students come in to tutor, which is being done on Tuesdays and Thursdays.

Nick said five of our students will achieve a full associate's degree before they graduate, meaning they'll be able to enter a four-year college as juniors. Earning 60 college credits in high school is remarkable. Larry said he'd like to see how that compares with other schools. Nick said the IDOE doesn't publish that information.

#### 5. Athletic Program Update.

Gerriann Druyos, Career Academy's Athletics Director, reported that participation is up almost 50% to date this year. We've added four new teams: we're going to have a high school track team, this spring, for the first time ever; we have added a C team to the boys' basketball, which means we actually have three teams that are competing at the high school level; and we've added fall eSports, and spring eSports. We are in our second year of the Hoosier Plains Conference and four of our students were named all-conference players by the vote of the coaches in the conference. We've also earned nine academic all-conference players. To be an academic all-conference player, you have to have a 3.5 GPA and be a junior or a senior.

To help our athletes, we've arranged with IUSB to have IUSB students tutor our students. We have two people coming consistently about three times a week, they've primarily worked with our math teachers so far, and mostly with the middle school and some algebra kids. The nice part about this is that IUSB is paying them so it is not costing us a dime. And it's a two-year grant that's being funded. I've walked by and heard students who have said, oh, I've never been able to do this by myself. There's just lots of aha moments going on. IUSB has informed us that they have more funding for this so we're planning to expand that program.

D. Perkins Funding. Jeremy said that board approval is required for the school to seek Perkins funding. A resolution was approved as follows:

Whereas, the Indiana Department of Education (IDOE) has determined that public charter schools are eligible recipients of career and technical education (CTE) course funding under the Carl D. Perkins Act, 20 U.S.C. 2301 et seq., as well as state CTE funding ("30A" funding) pursuant to Indiana Code 20-43-8.;

Whereas, the IDOE requires, as a precondition for a public charter school to receive such funding, submission of documentation that the governing board of such school has authorized the school corporation to take all action necessary to offer CTE courses in compliance with all state and federal requirements and to apply for federal Perkins funding as well as State of Indiana CTE funding;

NOW, THEREFORE, it is RESOLVED that Jeremy Lugbill, Superintendent, is authorized to act for the Corporation in applying for federal Perkins funding and State of Indiana CTE funding and taking all action necessary to comply with the requirements for receipt of such funding.

E. Nonstandard Course Waiver. Jeremy said that board approval of a nonstandard course waiver is required for the Startup Moxie program. A resolution was approved as follows:

Whereas, the Corporation's high school, Career Academy High School (the "School") has allowed certain of its students to take the entrepreneurship course designated by the Indiana Department of Education (IDOE) as Course #5966, "Entrepreneurship and New Ventures Capstone" (the "Course") offered by Regional Innovation and Startup Education, Inc. ("RISE") dba Startup Moxie;

Whereas, the IDOE has identified prerequisites to be met by students taking the Course in order for the School to be eligible to receive CTE funding for the Course pursuant to Indiana Code 20-43-8;

Whereas, the IDOE allows schools to submit a nonstandard course waiver request which, if approved by the IDOE, allows schools to receive CTE funding for students taking a course even if the specified prerequisites have not been met; provided, however, that a nonstandard course waiver request cannot be approved unless the school submits documentation that the school's governing body has approved the submission of such request; and

Whereas, the School and the Board believe that the Course offered by Start-Up Moxie is of substantial value to any student, including students who have not met the IDOE's specified prerequisites;

NOW, THEREFORE, it is RESOLVED that the administration of Career Academy High School is authorized to submit to the IDOE a nonstandard course waiver request for the approval of

CTE funding for students taking the Startup Moxie Course without having met the IDOE's specified prerequisites for such Course.

F. Budget And Financial Statements. Larry explained the Board's financial committee has updated the 2021-22 budget to reflect actual enrollment, so Board approval is needed to replace the prior provisional budget with the permanent budget. A motion for such approval was duly seconded and unanimously approved.

Larry then asked for approval of the year-to-date financial statements, i.e., from 7/1/2021 to 10/31/2021. A motion for such approval was duly seconded and unanimously approved.

Kim asked for approval of the expenditures report for the period ending 10/31/2021. A motion for such approval was duly seconded and unanimously approved. Kim said she would circulate the document for electronic signature.

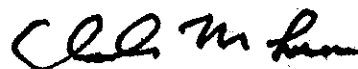
G. Trine Report.

Emily Gaskill that based on her visit, seeing over 40 classrooms and some virtual instruction as well, she's pleased with the progress in instruction at all three schools. Attendance stayed relatively the same for Success and the high school while improving at the middle school. At this stage of the pandemic Trine is seeing similar attendance at all its schools. The financial statements are stronger based on actual enrollment higher than the original budget projections. Overall ratings for all the schools are good. Larry asked if there are any measures by which the schools aren't meeting the standard. Emily said for the Days Cash measure the schools are at "Approaching Standard."

Emily added that the middle school students' visit to Trine was impressive: the students asked excellent questions reflecting a lot of knowledge about the health science topics that were presented.

Emily noted that Lindsay in her bimonthly email included an authorizer feedback survey, Trine is looking for suggestions from both board and staff on how Trine might improve its practices. Larry said we'll give you our thoughts.

There being no further business, the meeting was adjourned at 6:10 pm.



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Charles M. Loeser, Secretary