

Career Academy of South Bend, Inc.
Minutes of Meeting of Board of Directors
June 27, 2023

Directors Present: John DeSalle, Larry Garatoni, Michael Garatoni, Iris Hammel, Chad Hartzell, Marian Hodges, Nick Swisher, Rachel Savoie, Janet Scott

Staff Attending: Andrew Hoyt, Nick Garstka, Becky Bartlett, Maria Reilly, Candy Vanbuskirk, Kim Richardson, Rob Koehler, Aaron Esper

A. Call to Order. Larry Garatoni called the meeting to order at 5:05 pm.

B. Approval of Minutes. The minutes of the most recent (April 25) meeting were approved.

C. Organizational Updates.

1. Celebrations and Success Stories. As Jeremy is out of town (attending classes for his Ph.D. program), Candy hosted.

a. Graduations. The graduation ceremonies for students finishing each level (Kindergarten, fifth grade, eighth grade and senior year) were occasions for celebration and good feeling.

b. Success Academy at Boys and Girls Club. Candy reported the renovation of the BGC building is going well, it should be completed soon in time for a ribbon-cutting on July 20.

c. Athletic Field. The athletic field on the donated vacant lots at Career Academy has been leveled and seeded, a big plus for our athletic program.

d. Teacher Preparation. A large group of our teachers will be attending three days of professional development on project-based learning. All new teachers will be coming in during July to begin orientation in preparation for the beginning of school on August 9.

2. Portage School of Leaders. Larry reported there have been problems with renovation of the Madison Street building for the new high school and it is now clear that the building will not be completed before October, so we will need to find an alternate location for the beginning of the school year.

3. Adjunct Teacher Approval. Candy said board approval is required for engaging adjunct teachers, this month there is one, Ebony Woods. Upon motion, approval was granted.

D. Principals' Reports.

1. Success Academy. Becky Bartlett said Success Academy's summer school program is serving 129 students, focusing on reading and math but also including writing, grammar, and socio-emotional learning.

2. Career Academy Middle School. Maria Reilly said the eighth-grade end of year celebration was highly attended, joyful and enthusiastic, a good indicator of things to come.

3. Career Academy High School. Nick Garstka thanked Marian for speaking at the graduation. There were 79 seniors, 12 of whom graduated with enough college credits for an associate's degree.

4. Success Academy at Boys and Girls Club. Brie Childs reported that SABGC has received generous book donations from Goodwill Industries and Better World Book Industries.

5. Portage School of Leaders. Andrew Hoyt said there are a number of potential alternate sites for the beginning of school, this is inconvenient but manageable. The Portage School of Leaders has joined an organization of mastery learning schools and has started implementing its methods, which will include working with parents as well as teachers and students to identify appropriate competencies. Candy said this is a concept that tends to attract teachers. Larry said it's a big plus to attract people oriented towards innovation and improvement.


6. Middle School Summer Program. Aaron Esper said Career Academy's summer school program has students in the building from 8am to 5pm, with emphasis on academics in the morning and fun in the afternoon. For academics we have support from Notre Dame teachers and IUSB tutors. The afternoon programs are led by Boys and Girls Club personnel. About 150 students have participated.

E. Marketing. Rob Koehler presented a marketing report.

F. Financial Statements and Budget. Kim presented the disbursements report, credit card detail and financial statements for the period ending May 30 and a tentative budget for the 2023-24 school year (to be finalized with actual enrollment after the Fall Count Day, which this year will be October 1). Larry asked if any costs for the new schools are included in expenses. Kim said no, all costs are capitalized until the buildings are completed. Kim noted that 2022-23 revenue is over budget and expenses are below budget. After further discussion, the disbursements report, credit card summary, financial statements and budget were approved.

G. Trine Report. Emily Gaskill said she'd met with the school leadership team and Larry last week to detail Trine's annual reviews, as required for charter schools. The reports for each school are over 30 pages, copies have been emailed to all board members. For the network overall, academic performance and organizational performance are approaching standard, financial strength & school climate are meeting standard. Instruction has improved consistently, growth has improved, and the network is consistently outperforming local schools serving similar populations. The school leadership team is strong and the working relationship with Ed1 (Trine) is excellent. In terms of next steps, it will be important to improve attendance in the middle school. As to organizational performance, it would be useful to consider how committee structures could strengthen the board.

There being no further business, the meeting was adjourned.



Charles M. Loeser, Secretary