

**eSucceed Charter School**  
**Governance Board Agenda**  
**Annual Meeting**  
Monday September 28, 2020  
**3:00 - 4:30 p.m. Regular Board Meeting**  
Zoom: <https://isn.zoom.us/j/7154900858>

1. Call to order, roll call, and determination of a quorum (3:00pm)

*Quorum determined*

2. Approval of the agenda (3:05pm)

*Jeff Stevens motioned to approve, James Parent seconded. The motion carried.*

3. Approval of the minutes from the August Board meeting (3:05 pm)

[August Minutes](#)

*Jeff Stevens made a motion to approve, Brandon Phelps seconded. The motion carried.*

4. Presentation by MidWest Family Digital Marketing - Joe Daguanno(3:10-3:40)

*Proposal was sent to the board via email*

5. Election of Officers/Terms (3:40-3:50)

*Kelly Berry motioned to close nomination and cast a unanimous ballot to have Kelly Berry continue as President, Jeff Stevens as Vice President, Brandon Phelps continue as Treasure, and Kristel Tavare continue as secretary. James Parent seconded the motion. Motion carried.*

6. Director and Authorizer Reports (3:50 - 4:05 pm, Michele)

6.1 Daily operations/updates

- Staffing Updates
  - Resignation
    - Scott Sabel (middle school/High school social studies)
  - Hires
    - Olivia Viets - Middle school social studies teacher
    - Peter Munck - High school social studies teacher
    - Kelly Hackett - Part time administrative assistant
    - Rene Chandler - four/five teacher; Admissions Advisor, District Assessment Coordinator (DAC)
    - Becky Felmlee - part time special ed. support
  - Training/PBL
    - Monthly staff meetings focused on implementation of PBL(Dr. Steven Rippe will support)
    - Expectation of 2 projects this year minimum
    - Book Study - [Setting the Standard for Project Based Learning](#)
- Enrollment update: **Total: 186**
  - **Enrollment by grade levels**
    - K-5 - 78

- 6-8 - 44
    - 9-12 - 64
  - Enrollments by Consortium Districts
    - Cadott - 77
    - Cornell - 38
    - Gilman - 19
    - Stanley Boyd - 2
    - Bruce - 9
    - New Auburn - 3
    - Lake Holcombe - 0
  - Enrollments Outside the Consortium Districts
    - Total enrollment - 38
      - Locations
        - Amery, Flambeau, Racine, Bloomer, GreenBay, Superior, Mondovi, EauClaire, Maple, Minocqua, Medford
- Insurance for Board (Sent via email)
  - Insurance policy
  - Insurance Invoice(Wally)
 

*The original contract was drafted with the intent that the eSucceed Governance Board could be under the umbrella of the Gilman School District. As an autonomous board, Tricor will not allow the eSucceed Governance Board to remain under the umbrella of the School District of Gilman. The Governance Board will need to pay the insurance with eSucceed revenue*
- OnSite Monitoring (Oct. 9)
  - Virtual Monitoring Guide
 

[https://dpi.wi.gov/sites/default/files/imce/sms/Charter-Schools/2020-21\\_Virtual\\_Monitoring\\_Guide.pdf](https://dpi.wi.gov/sites/default/files/imce/sms/Charter-Schools/2020-21_Virtual_Monitoring_Guide.pdf)
  - On site monitoring Governance board
 

[questionshttps://docs.google.com/document/d/18uY6L0zpuMGKa-LrMSSQbrfGAP36-YwpC-rbBDIvPI/edit?usp=sharing](https://docs.google.com/document/d/18uY6L0zpuMGKa-LrMSSQbrfGAP36-YwpC-rbBDIvPI/edit?usp=sharing)

*Board members that are part of the board focus group will be Kelly, Jeff and Brandon. Another meeting will be scheduled to review the DPI questions ahead of time.*
- Parent Advisory Meetings - Monday, November 16. 4:00-5:00; Tuesday, February 16. 5:00-6:00;. Wednesday, May 19. 6:00-7:00
- Board Training Opportunity-
  - WRCCS <https://www.wrccs.org/profdev/trainings.cfm>
    - OCT 7 4PM-5PM CT Governance PLN - Theme: Roles and Responsibilities of a Governance Board

■ JAN 14 4PM-5PM CT Governance PLN - Theme: Doing the Work-Subcommittees

Free training if interested. Kristel and Jim could attend January 14.

7, New Business (4:05-4:30pm,)

7.1 Enrollment Discussion to consider capping enrollments. Possible vote(Michele)

- Current enrollment by teacher(as of Friday):
  - K-1 - 24
  - 2-3 - 22
  - 4-5 - 30
  - Middle school SS - 38
  - High school SS - 51
  - English (MS/HS) - 124
  - Math (MS/HS) - 100
  - Science (MS/HS) 103
  - Spanish (MS/HS) 83
  - Total 575**
  
- Current Technology Inventory
  - Currently have enough computers to cover all enrolled students with some students using their own devices.

*James Parent motioned to cap current enrollment at its current number but if the number should fall below 180 full time students the cap will be 180. Kelly Berry seconded the motion. Motion carried.*

7.2 Marketing discussion and possible vote(Kelly)

*There are 38 open enrolled students outside the consortium. Kelly will look into additional options to report at the next board meeting and Jim suggested tabling the vote until the next meeting.*

7.3 Financial Report (Wally)

*Many families have chosen eSucceed as an alternative to entering a school building during this health crisis. Enrollment numbers can change mid-year resulting in a significant change in staffing needs, shifts in revenue and shifts in expenditures. The issuance of part time contracts to teachers/staff will allow us to adjust accordingly to ensure expenditures fall within the revenue we receive. The virtual school is part of the district budget. If all 180 students who are enrolled full time at eSuccess remain, revenues will be \$1,456,975 and expenditures will be \$1,223,183. If 25% of the students return to their resident school district, 135 students will result in revenues of \$1,162,982 and expenditures \$1,083,053. In both circumstances revenue exceeds expenditures and the only costs to consortium districts are the membership fees and consortium student enrollments. Reassess at semester. Will allow PT students based upon availability.*

#### 7.4 Bylaws(Kelly)

(<https://docs.google.com/document/d/1AZg60FVZyt60Ar7PWMOynAiQQL9oUkPNkZEhD5EaXK8/edit>)

#### 8. Future Board Meetings 4th Monday of the month from 3:00-4:30

October 26, 2020

November 23, 2020

December 28, 2020

January 25, 2021

February 22, 2021

March 22, 2021

April 26, 2021

May 24, 2021

#### 9. Adjourn

*Jeff Stevens motion to adjourn. Kristel Tavare seconded the motion. Motion carried*