



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes

December 13, 2025, 9:00 AM

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

Our Mission: *CCSE is dedicated to the ideas of individual creativity, excitement for learning and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement in order to cultivate long-term academic success.*

Meeting called to order at 9:04 a.m. by Chairman Brown. In attendance were Dr. Larry Brown, Cliff Butler, Dr. Reggie Smith, Bishop Kevin Wallace, Carol David, Marcia Griffin, Ted Griffin, Renee Krehl, Dr. Jennifer Huskins, Amy Childress, Arianna Gladney, Karen Hughes.

I. Meditation Moment

David offered meditation

II. Public Comments (regarding agenda items)

No public comment

III. Approval of Minutes for September 20, 2025 meeting

Butler motioned to approve minutes. David seconded the motion. Motion passed.

IV. Principals Reports

Principals discussed Benchmark 1 data for each subject area. AMO's were discussed as well as suspension rates. The Super Scholar Spotlight & Super Staff Spotlight results were shared. Program highlights were presented. Incentives were discussed. Learning walks, RTI implementation, planned potlucks and team building activities were discussed. At high school, 10 seniors and 8 juniors qualified via the ASVAB scores for the military. College acceptances to date were shared.

V. AOR Director's Report

The Director gave status reports on truancy, chronically absent, recruitment of scholars and teachers. She discussed planned recruitment events and building additional community partnerships.

VI. Chief of Staff Report

The Chief of Staff gave detailed reports by group, type and subject areas, on the TVAAS levels for each school for 2024-2025, as well as discussed the Priority status for elementary and middle schools.

VII. Auditor's Report

CEO advised the Board that the Audit reports for all schools have not been completed at this time and may need to request extension.

VIII. Old Business

None

IX. New Business

None

X. Board Comments

Board members were pleased to see that a sound and strategic plan is in place to address the academic deficiencies highlighted in the meeting.

Wallace made motion to adjourn. Smith seconded the motion. Motion passed. Meeting adjourned at 10:33am.

Laurence Brault

Board Chairperson

3/28/2026

Date

[Signature]

Board Secretary

3-28-26

Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes

September 20, 2025, 9:00 AM

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

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Meeting called to order at 9:00 a.m. by Chairman Brown. In attendance were Dr. Larry Brown, Cliff Butler, Dr. Reggie Smith, Carol David, Marcia Griffin, Ted Griffin, Renee Krehl, Dr. Jennifer Huskins, Arianna Gladney, Karen Hughes.

I. Meditation Moment

David offered meditation

II. Approval of Minutes for May 10, 2025 meeting

Smith motioned to approve minutes. David seconded the motion. Motion passed.

III. Public Comments (regarding agenda items)

No public comments.

IV. Consent Agenda

- Approval of Revised Title I budgets that addresses additional allocations for elementary, middle and high schools

Smith made motion to approve consent agenda item. Butler seconded the motion. Motion passed.

V. Principals Reports

Results of K-2 diagnostic #1 was presented. Benchmark results for all 3 schools were discussed as well as TCAP results. Elementary school was TVAAS Level 3; middle school was a Level 2 and high school was a level 1. Suspension rate for first quarter was mentioned. RTI new program implementation was highlighted. HCS Fall Visit was mentioned. Super Scholars and Super Teacher Spotlight was highlighted. The high school expanded their sports program. The high school added national clubs this year.

VI. Old Business

None

VII. New Business

- New Principal Search for elementary school
- Financial Report

Circumstances surrounding new elementary principal's departure was discussed, and the status of the new principal search was discussed. CEO discussed the financial status of all schools. Board was pleased with principal candidate interview that took place. Board accepted financial status report.

VIII. Board Member Comments

Butler made motion to adjourn. David seconded the motion. Motion passed. Meeting adjourned at 10:18am.

<u>Louise Bronte</u>	<u>12/13/2025</u>	<u>[Signature]</u>	<u>12-13-25</u>
Board Chairperson	Date	Board Secretary	Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes
May 10, 2025, 9:00 AM (Via Zoom)

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

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Meeting called to order at 9:05 a.m. by Chairman Brown. In attendance were Dr. Larry Brown, Cliff Butler, Bishop Kevin Wallace, Dr. Reggie Smith, Carol David, Marcia Griffin, Ted Griffin, Renee Krehl, Dr. Jennifer Huskins, Arianna Gladney, Karen Hughes.

I. Meditation Moment

Wallace offered meditation

II. Approval of Minutes for February 5, 2025 meeting

Butler motioned to approve minutes. Wallace seconded the motion. Motion passed.

III. Public Comment (regarding agenda items)

No public comments.

IV. Consent Agenda

- Approval of Amended Budgets for elementary, middle and high schools
- Smith made motion to approve consent agenda item. Wallace seconded the motion. Motion passed.

V. Principals Reports

AMO targets for the year were discussed and compared to the final benchmark prior to TCAP testing. Year-end activities were discussed. Star and Honor Roll scholars were mentioned. Scholar, Faculty and Staff retention was discussed.

VI. Old Business

None

VII. New Business

CEO discussed the financial report. Board accepted report.

VIII. Board Member Comments

Board members congratulated Dr. Huskins on the upcoming promotion.

Butler made motion to adjourn. Smith seconded the motion. Motion passed. Meeting adjourned at 10:05am.

Lauren R. Brown 9/20/2025
Board Chairperson Date

[Signature] Sept. 20 2025
Board Secretary Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes
February 15, 2025, 9:00 AM (Via Zoom)

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

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Meeting called to order at 9:01 a.m. by Chairman Brown. In attendance were Dr. Larry Brown, Cliff Butler, Dr. Reggie Smith, Carol David, Marcia Griffin, Ted Griffin, Renee Krehl, Dr. Jennifer Huskins, Arianna Gladney, Karen Hughes.

I. Meditation Moment

M. Griffin offered meditation

II. Approval of Minutes for October 5, 2024 meeting

Butler motioned to approve minutes. David seconded the motion. Motion passed.

III. Public Comment (regarding agenda items)

No public comments.

IV. Principals Reports

The principals presented benchmark 2 data. The high school's data also included EOC data (from 23-24) that was now available. Discussion took place about Learning Walks that are happening. AMO goals were addressed. Principal Advisory Board made up of 8th graders were highlighted. Middle school scholars will be having their first ever Homecoming activities. College and Career Fair activities were highlighted. Star Roll and Honor Roll scholars were highlighted. The instructional leadership team from elementary will attend, and were selected to present at, the Core Knowledge National Conference in the summer. Three of the educational assistants are in teacher preparation programs.

V. COO Report

Project mobilization of building upgrades was discussed. HVAC repair and replacements, security upgrades and replacement of classroom doors is expected to be completed over the next few months. Southside Park-Crabtree Farms Trail Extension was discussed. The city asked for input for educational and fitness trail elements.

VI. CEO Report

Financial Report was given and accepted by the Board. Parent complaint was addressed.

VII. Old Business

Accreditation status update was given by Chief of Staff.

VIII. New Business

None

IX. Board Member Comments

Butler made motion to adjourn. David seconded the motion. Motion passed. Meeting adjourned at 10:00am

Laurence Bronte
Board Chairperson

5/10/2025
Date

[Signature]
Board Secretary

5-10-25
Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes
October 5, 2024, 9:00 AM (Via Zoom)

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

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Meeting called to order at 9:03 a.m. by Chairman Brown. In attendance were Dr. Larry Brown, Cliff Butler, Bishop Kevin Wallace, Dr. Reggie Smith, Carol David, Marcia Griffin, Ted Griffin, Renee Krehl, Dr. Jennifer Huskins, Arianna Gladney.

I. Meditation Moment

Wallace offered meditation

II. Approval of Minutes for July 11, 2024 and September 27, 2024 meetings

Smith motioned to approve minutes. Butler seconded the motion. Motion passed.

III. Public Comments (regarding agenda items)

No public comments.

IV. Appointment of new Board Member

Smith motioned to approve the appointment of Carol David as a Board Member. Butler seconded the motion. Motion passed.

V. Principals Reports

The principals discussed benchmark 3 data (from 23-24) and contrasted them with TCAP results. Chronic absenteeism and suspension rates were discussed. Enrollment data and scholar attrition rates were presented. With the exception of the high school, retention rate for faculty and staff was high.

VI. Old Business

None

VII. New Business

- Financial Report

CEO gave financial report. Board accepted report.

VIII. Board Member Comments

Wallace, Brown, Butler, and Smith welcomed new board member.

Wallace made a motion to adjourn. Butler seconded the motion. Motion passed. Meeting adjourned at 10:12am

<u>Laurenne Bronte</u>	<u>2/15/2025</u>	<u>[Signature]</u>	<u>2-15-25</u>
Board Chairperson	Date	Board Secretary	Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes
September 27, 2024, 9:00 AM (Via Zoom)

Our Vision: To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.

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Board members present: L. Brown, C. Butler, R. Smith, K. Wallace
Others present: M. Griffin, T. Griffin

Meeting called to order at 11:15am.

I. Approval of minutes of July 11, 2024 meeting

Brown made motion to defer approval of minutes until next board meeting. Butler seconded the motion. Motion passed.

II. Open for Public Comments

No public comments

II. Agenda

- Approve transfer of ownership of elementary and middle school buildings to Friends of CCSE

Brown made the motion to approve the transfer of ownership of the elementary and middle school buildings to the non-profit Friends of CCSE. Such properties are to be sold and transferred for \$0.00. Butler seconded the motion. The property addresses are as follows:

Chattanooga Charter School of Excellence: 2029 E. 23rd Street, Chattanooga, TN 37404
Chattanooga Charter School of Excellence Middle: 1912 S. Willow Street, Chattanooga, TN 37404

Butler made motion to adjourn. Smith seconded the motion. Motion passed. Meeting adjourned at 11:44am.

Lauren Brown
Board Chairperson

2/15/2025
Date

[Signature]
Board Secretary

2-15-25
Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes

July 11, 2024, 9:00 AM (Via Zoom)

Our Vision: To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.

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Meeting called to order at 9:00 a.m. by Chairman Brown. In attendance were Dr. Larry Brown, Cliff Butler, Bishop Kevin Wallace, Dr. Reggie Smith, Marcia Griffin, Ted Griffin, Renee Krehl.

I. Meditation Moment

M. Griffin offered meditation

II. Approval of Minutes for May 18, 2024 meeting

Butler motioned to approve minutes. Wallace seconded the motion. Motion passed.

III. Public Comment (regarding agenda items)

No public comments.

IV. Consent Agenda

- Approval of Budgets for elementary, middle and high schools
- Approval of Inter-school loans

Butler made motion to approve consent agenda items. Smith seconded the motion. Motion passed.

V. COO Report

Update was given on transportation company. Food service contract was renewed. Facilities team will be expanding.

VI. Old Business

None

VII. New Business

None

VIII. Board Member Comments

Discussion took place about enrollment for 24-25 school year for all schools, and also inquired about TCAP results. Board members also discussed the dynamics of transferring the elementary and middle school properties to Friends of CCSE and then having the school enter long-term leases with Friends of CCSE.

Butler made motion to adjourn. Smith seconded the motion. Motion passed. Meeting adjourned at 9:44am.

<u>Lauren Brown</u>	<u>10/5/2024</u>	<u>[Signature]</u>	<u>10-5-24</u>
Board Chairperson	Date	Board Secretary	Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes
June 8, 2024, 9:00 AM (Via ZOOM)

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

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In attendance were Brown, Butler, Wallace, Smith, M. Griffin, Krehl, Huskins, T. Griffin, Gladney

I. Meditation Moment

Wallace offered meditation

II. Approval of Minutes for December 2, 2023 meeting

Butler made motion to approve minutes. Smith second.

III. Open for Public Comment (regarding agenda items)

No public comment

IV. Consent Agenda

- **Approve Title budgets**

Smith made motion to approve consent agenda. Brown second.

IV. Principals Reports

Principals discussed student performance data and summer learning programs.

V. COO's Report

COO gave update regarding planned summer facilities projects.

VI. CEO's Report

CEO discussed sports programs for high school. She also gave the financial report. The Board accepted the report.

VII. Old Business

None

VIII. New Business

• **CEO evaluation**

Board members finalized CEO evaluation.

X. Board Member Comments

Brown acknowledged postponing the March meeting due to many illnesses, and that there would not have been a quorum.

Butler motioned to adjourn the meeting. Wallace second.

<u>Laurie Brown</u>	<u>7/11/2024</u>	<u>Clifford Butler</u>	
Board Chairperson	Date	Board Secretary	Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes

December 2, 2023, 9:00 AM (Via ZOOM)

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In attendance were Brown, Butler, Wallace, Smith, M. Griffin, Krehl, Huskins, Gladney

I. Meditation Moment

Wallace offered meditation

II. Approval of Minutes for September 9, 2023 meeting

Butler made motion to approve minutes. Wallace second.

III. Open for Public Comment (regarding agenda items)

No public comment

IV. Consent Agenda

- **Approve amended budgets for elementary, middle and high schools**

Wallace made motion to approve consent agenda. Smith second.

IV. Principals Reports

Principals discussed academic data, scholar behaviors, suspensions, and scholar attrition rates.

VI. CEO's Report

CEO gave financial report. CEO will contact Cognia regarding accreditation.

VII. Old Business

None

VIII. New Business

None

X. Board Member Comments

Board members discussed path to accreditation for all campuses.

Laurie Brown
Board Chairperson

6/8/2024
Date

Clifford Butler
Board Secretary

Date/



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes

September 9, 2023, 9:00 AM (Via ZOOM)

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In attendance were Brown, Butler, Wallace, Smith, Gladney, Fulton, Krehl, McCune, Cahilly, Oliver, T. Griffin, M. Griffin, Huskins

I. Meditation Moment

Wallace offered meditation

II. Approval of Minutes for June 10, 2023 meeting

Smith made motion to approve - Brown second

III. Open for Public Comment (regarding agenda items)

No public comment

IV. Consent Agenda

- Grant approval to CEO to approve inter school loans for FY24 as needed

Smith made motion to approve consent agenda - Brown second

IV. Principals Reports

Principals discussed current enrollment, AMO's, benchmarks and TVAAS level 5 status.

V. COO's Report

COO gave update on capital outlay projects for the school year.

VI. CEO's Report

CEO gave financial report update.

VII. Old Business

None

VIII. New Business

- Select FY24 board meeting dates

December 2, 2023 next meeting date

X. Board Member Comments

None

Louise Browne

Board Chairperson

12/2/2023

Date

[Signature]

Board Secretary

12-2-23

Date



Chattanooga Charter Schools of Excellence

**Governing Board Agenda + Minutes
June 10, 2023, 9:00 AM (Via ZOOM)**

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In attendance were Dr. Brown, Bishop Wallace, Reggie Smith II, Griffin, Ted Griffin, Renee Krehl, Dr. Huskins, Kelly Coffelt

Meeting called to order at 9am

I. Meditation Moment

II. Approval of Minutes for May 13, 2023 meeting

Wallace moved to approve minutes. Smith seconded the motion. Motion passed.

III. Open for Public Comment (regarding agenda items) No public comments

IV. Principal's Report

Principal gave update on student achievement, student and staff attrition rates, chronic absenteeism at elementary school.

V. Chief of Staff's Report

Report was given for middle and high schools to address student achievement, student and staff attrition rates, and chronic absenteeism.

VI. COO's Report

Update was given on school operations, transportation, and food service bid.

VII. CEO's report

Update was given on marketing and enrollment projections for FY2024.

VIII. Old Business

None

IX. New Business

None

X. Board Member Comments

Wallace moved to adjourn the meeting. Motion seconded by Smith. Motion passed. Meeting was adjourned at 10:05am

Laurence Brault

Board Chairperson

9/9/2023

Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes 5.13.23

May 13, 2023, 9:00 AM (Via ZOOM)

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Meeting called to order at 9am by Chairman Brown. In attendance were Dr. Larry Brown, Cliff Butler, Bishop Kevin Wallace, Reggie Smith II, Marcia Griffin

I. Meditation Moment

II. Approval of Minutes for April 16, 2023 meeting

Smith motioned to approve minutes. Brown seconded the motion. Motion passed.

III. Open for Public Comment (regarding agenda items)

No public comments.

IV. Consent Agenda Items:

- Approval to submit ERTC applications
- Accept Innovative Model School grant for middle and high school
- Accept Local Foods Grant
- Accept equipment grant for high school cafeteria
- Approval of inter-school loans as needed

Smith motioned to approve the Consent Agenda. Brown seconded the motion. Motion passed.

V. CEO's report

Update given on student academic performance, end of year activities, ATSi, high school readiness, graduation, enrollment projections, promotion, 3rd grade retention law.

VI. Old Business

None

VI. New Business

- Financial Report

CEO gave the financial report. Board accepted report.

VII. Board Member Comments

Smith made a motion to adjourn. Brown seconded the motion. Motion passed. Meeting adjourned at 9:45am.

Raune Brown 6/10/2023
Board Chairperson Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes

April 15, 2023, 9:00 AM (Via ZOOM)

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Meeting called to order by Chairman Brown.

In attendance were Dr. Larry Brown, Cliff Butler, Bishop Kevin Wallace, Reggie Smith III, Marcia Griffin

I. Meditation Moment

II. Approval of Minutes for September 10, 2022 meeting

Butler motioned to approve minutes. Wallace seconded the motion. Motion passed.

III. Open for Public Comment (regarding agenda items)

No public comments.

IV. Consent Agenda Items:

- Approve Appointment of High School Principal
- Approve amendment of CMO contract
- Approve amended FY23 budget
- Approve FY24 budget
- Approve selection of Auditor

Smith motioned to approve the Consent Agenda. Wallace seconded the motion. Motion passed.

V. Old Business

- Logo to represent all 3 schools

Discussed the desire to continue working on the new logo which will be used for all 3 schools.

VI. New Business

- Financial Report
CEO gave financial report. Board accepted report.
- CEO Evaluation

Board finalized CEO evaluation report. Butler moved to approve evaluation. Wallace seconded the motion. Motion passed.

VII. Board Member Comments

Wallace made a motion to adjourn. Butler seconded the motion. Motion passed. Meeting adjourned at 10:05am

Laurence Bronte 5/13/2023

Board Chairperson

Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes
September 10, 2022, 9:00 AM (Via Zoom)

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Meeting called to order at 9:05am by Chairman Brown.

Board members and leadership in attendance were Dr. Brown, Bishop Wallace, Mr. Butler, Mr. Smith, Mrs. Marcia Griffin, Mr. Ted Griffin, Mrs. Renee Krehl, Dr. Jennifer Huskins

I. Meditation Moment

II. Approval of Minutes for July 16, 2022 meeting

Wallace moved to approve minutes. Butler seconded. Motion passed.

III. Open for Public Comment (regarding agenda items)

No public comments

IV. Agenda Items Needing Approval

- Accept donation from Redemption to the Nations

Wallace moved to approve acceptance of donations. Butler seconded. Motion passed.

- Approve proposed use of donation from Redemption to the Nations

Butler moved to approve using the donation for staff luncheon. Wallace seconded. Motion passed.

IV. Principal Report

Items discussed were staffing, TCAP result data.

V. Chief of Staff's Report

Items discussed were staffing, student enrollment, student achievement data, AMO goals for middle and high schools.

VI. COO's Report

Items discussed were capital project close-outs.

VI. CEO's Report

Items discussed were marketing plans and school logos.

VII. Old Business

- Strategic Plan Update
- Board Training due November 15

VIII. New Business

- Accept resignation of Dr. Hickman

Butler moved to accept resignation of Dr. Hickman. Wallace seconded. Motion passed.

- Financial Update

CEO gave financial report.

IX. Board Member Comments

Smith moved to adjourn the meeting at 10:15am. Butler seconded. Motion passed.

Lawrence Brundw

4/15/2023

Board Chairperson

Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes

July 16, 2022 9:00 AM (Via ZOOM)

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Meeting called to order 9:00am

In attendance: Dr. Larry Brown, Cliff Butler, Kevin Wallace, Renee Krehl, Dr. Desiree Seay, Dr. Jennifer Huskins, Marcia Griffin, Ted Griffin, Dr. Susan Hickman, Reggie Smith

I. Meditation Moment

II. Approval of Minutes for May 14, 2022 meeting

Wallace made motion to approve minutes. Butler seconded the motion. Motion passed.

III. Open for Public Comment (regarding agenda items)

No public comments

IV. Consent Agenda

- Approve ESSER 2 & 3 amendments for elementary and middle schools
- Accept Facilities Grant for life safety items for high schools
- Approve CSP Grant Budget Amendment for high school
- Approve of Inter-school loans
- Approve CMO Contract for elementary, middle, and high schools
- Approve Amended FY2023 Operating Budget for elementary middle and high schools

Wallace made motion to approve Consent Agenda items. Butler seconded the motion. Motion passed.

V. Principals Reports:

- Elementary School
- Middle School

Items discussed were benchmark data, enrollment projection, student and staff attrition.

VI. Chief of Staff's Report

Items discussed were the resignation of high school principal due to health reasons, status of opening high school, merging the 9th graders over to the middle school for FY23 only.

VII. COO's Report

Items discussed were status of facilities; transportation contract renewal; food service bid; pending capital outlay projects.

VIII. CEO's Report

Items discussed were accreditation process, marketing, board training requirement.

IX. Old Business

- Discuss drafting a strategic plan
- Discuss Parent Advisory Committee
- Select dates for FY2023 board meetings

Meeting dates for FY23 are September 10, 2022, December 10, 2022, March 4, 2023, June 10, 2023

X. New Business

- Consideration and appointing of new board members

Butler moved to approve the appointment of Dr. Susan Hickman and Mr. Reggie Smith to the Board. Wallace seconded the motion. Motion passed.

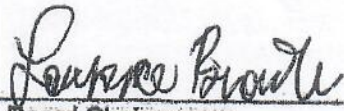
- Financial Report

CEO gave financial report.

XI. Executive Session to discuss legal matter

XII. Board Member Comments

Butler made motion to adjourn the meeting at 11:13am. Smith seconded the motion. Motion passed.


Board Chairperson

9/10/2022
Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes

May 14, 2022, 9:00 AM (Via ZOOM)

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

Meeting called to order at 9:02am by Chairman Brown. In attendance were Brown, Butler, Harrison, Wallace, M. Griffin, T. Griffin, Huskins, Krehl.

I. Meditation Moment

II. Approval of Minutes for December 18, 2021 meeting

Wallace moved to approve the minutes. Butler seconded the motion. Motion passed.

III. Executive Session to discuss legal matter

IV. Open for Public Comment (regarding agenda items)

No public comments.

V. Consent Agenda

- Approve Title I budgets for elementary, middle and high schools
- Approve Title II budgets for elementary, middle and high schools
- Approve Title IV budgets for elementary, middle and high schools
- Approve Amendment for ESSER 3 grant for elementary and middle schools
- Approve Facilities Grant application for elementary, middle and high schools
- Approve CSP grant budget for high school
- Approve Updated Financial Manual
- Approve Updated Conflict of Interest Policy

Butler moved to approve all consent agenda items. Wallace seconded the motion. Motion passed.

VI. Principals Reports:

- High School
- Middle School
- Elementary School

Data was discussed for elementary and middle schools. Opening of high school and backordered items were discussed.

VII. Chief of Staff's Report

VIII. COO's Report

IX. CEO's Report

X. Old Business

- Consideration of new board member

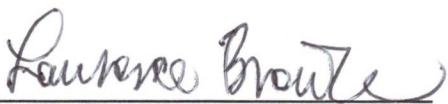
XI. New Business

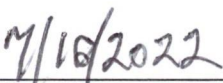
- Financial Report given by CEO
- Promotion Ceremonies for 5th and 8th graders was discussed
- Conflict of Interest Disclosure Form were turned in
- Discussed drafting a strategic plan
- Parent Advisory Committee

XII. Board Member Comments

Wallace moved to adjourn at 11:10am. Butler seconded the motion. Motion passed.

Our Mission: *CCSE is dedicated to the ideas of individual creativity, excitement for learning and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.*


Board Chairman


Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes
December 18, 2021, 10:00 AM (Via ZOOM)

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

Meeting began at 10:10am

I. Meditation Moment

II. Approval of Minutes for July 14, 2021 meeting

Wallace motioned to accept the minutes

Butler seconded the motion

Motion Passed

III. Open for Public Comment (regarding agenda items)

No public comment

IV. Principals Reports:

- High School
 - Update provided regarding staffing needs and visits to observe best practices
- Middle School
 - Butler asked about a Staffing Company to help with the hiring
- Elementary School
 - Data presented to Board
 - Staffing discussed

V. Chief of Staff's Report

- Professional Development
- Community Partnerships

VI. COO's Report

- Facilities Update provided
- New Furniture needs discussed

VII. Old Business

- Confirm next quarter meeting date

VIII. New Business

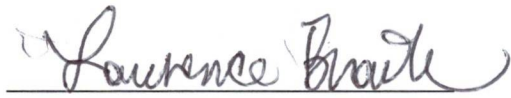
- Presentation by Auditor

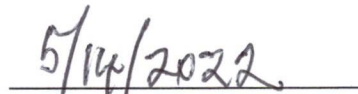
- Accept resignation of Dr. Lucien Ellington
 - Wallace made motion to accept resignation
 - Butler seconded. Motion passed.

IX. Board Member Comments

- Adding 2 board members was discussed
- Butler motioned to adjourn at 12:08pm

Our Mission: *CCSE is dedicated to the ideas of individual creativity, excitement for learning and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.*


Board Chairman


Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes
July 14, 2021, 9:00 AM (Via Google Meets)

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

Persons in attendance: Chairman Dr. Larry Brown, Treasurer Cliff Butler, Secretary Bishop Kevin Wallace, CEO Marcia Griffin, COO Ted Griffin, Chief of Staff Renee Krehl, Principal Dr. Jennifer Huskins, Principal Dr. Desiree Seay, and Principal Dr. Ardith Stanford.

Meeting called to order at 9:05am by Chairman Brown.

I. Meditation Moment

II. Approval of Minutes for June 19, 2021 meeting

Butler made a motion to approve minutes from June 19, 2021. Wallace seconded the motion. Motion passed.

III. Open for Public Comment (regarding agenda items)

No public comment

IV. Agenda Items

- Principal's report

Principal presented data from state test and detailed strategic plan for mitigating learning loss in SY 2021-2022 school year

- Vice-Chairman's presentation

V. Old Business

- Board Meeting Dates

Board members decided not to meet in September due to scheduling conflicts and that the July meeting is taking the place of the September meeting.

VI. New Business

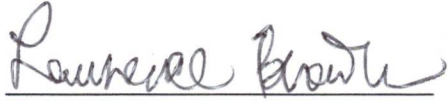
- Financial report

The CEO requested that the ESSER 2 and ESSER 3 budgets be amended due to new information. Wallace made a motion to approve the request. Butler seconded the motion. Motion passed.

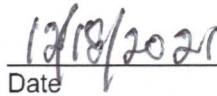
VII. Board Member Comments

Wallace made a motion to adjourn the meeting at 11:20am. Butler seconded the motion. Motion passed.

Our Mission: CCSE is dedicated to the ideas of individual creativity, excitement for learning and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.



Board Chairman



Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes

June 19, 2021, 10:00 AM (Via ZOOM)

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

Persons in attendance: Chairman Dr. Larry Brown, Treasurer Cliff Butler, Secretary Ruel Harrison, Member Bishop Kevin Wallace, CEO Marcia Griffin, COO Ted Griffin, Chief of Staff Renee Krehl, Principal Dr. Jennifer Huskins, Dr. Desiree Seay.

Meeting called to order at 10:01am by Chairman Brown.

I. Meditation Moment

II. Approval of Minutes for May 22, 2021 meeting

Wallace made a motion to approve the minutes.

Butler seconded the motion. Motion passed.

III. Open for Public Comment (regarding agenda items)

No public comments

IV. Agenda Items:

- Middle School Principal Appointment

Wallace made a motion to approve the appointment of the Middle School principal. Butler seconded the motion. Motion passed.

IV. Old Business

- Confirm board meeting dates for SY2021 - 2022

Board members discussed dates for the 2021- 2022 school year and tentatively agreed upon

The following dates: September 18, 2021, December 18, 2021, March 19, 2022 and June 18, 2022

VII. New Business

- Financial Report

Butler made a motion to approve the budget for FY2022. Brown seconded the motion.

Motion passed.

VIII. Board Member Comments

Wallace made a motion to adjourn the meeting at 11:08am. Butler seconded the motion.
Motion passed.

Our Mission: *CCSE is dedicated to the ideas of individual creativity, excitement for learning and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.*

Board Secretary

7-14-21

Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda + Minutes

May 22, 2021, 10:00 AM (Via ZOOM)

Our Vision: To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.

Meeting called to order at 10:02am by Chairman Brown.

I. Meditation Moment

II. Approval of Minutes for December 5, 2020 and February 10, 2021 meetings

C. Butler made a motion to approve the minutes

- R. Harrison seconded the motion
- Motion passed

III. Open for Public Comment (regarding agenda items)

No public comment

IV. Agenda Items

- Appoint High School Principal

K. Wallace proposed a motion to accept high school principal appointment.

- C. Butler seconded motion
- Motion passed

- Approve Purchase of Building for the High School

K. Wallace proposed a motion to give the CEO the authority to execute the purchase and renovation of the property located at 200 E 37 St, Chattanooga, TN 37410.

- R. Harrison seconded motion
- Motion passed

- Approve Title I budget for SY2021-2022
- Approve ESSER 2.0 Grant
- Approve Summer Learning Grant
- Approve Security Grant
- Approve ELC Grant
- Accept Civics Grant
- Accept Green Grant
- Approve Charter School Expansion Grant

K. Wallace proposed a motion to accept and approve all grants.

- L. Ellington seconded the motion
- Motion passed

V. CEO's Report

- Financial Report

A discussion took place detailing the status of all grants received during SY2020-2021. A status update was given regarding the reimbursements of all grants.

VI. COO's Report

- Facilities Update
 - Elementary School
 - Middle School
 - High School

VII. Old Business

- Confirm Board Meeting Dates for June 2021 and SY2021-2022

Proposed dates: September 18 or 25, December 4 or 18, March 19 or 26, June 18 or 25. Dates will be confirmed at next scheduled meeting.

- Accept High School Charter Contract

K. Wallace proposed motion to accept high school charter contract.

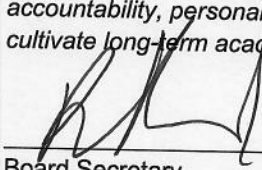
- C. Butler seconded the motion
- Motion passed

VIII. New Business

IX. Board Member Comments

K. Wallace made a motion to adjourn the meeting. Ellington seconded the motion. Motion passed. Meeting adjourned at 11:55 AM.

Our Mission: CCSE is dedicated to the ideas of individual creativity, excitement for learning and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.


Board Secretary

6-19-21
Date



Chattanooga Charter School of Excellence

Chattanooga Charter School of Excellence
Chattanooga Charter School of Excellence Middle

Governing Board Agenda + Minutes
February 10, 2021

Our Mission: Chattanooga Charter School of Excellence is dedicated to the ideas of individual creativity, excitement for learning, and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development, and community involvement, in order to cultivate long-term academic success.

ZOOM Meeting (Due to Coronavirus Social Distancing Lockdown)

- I. The CEO, Ms. Griffin, discussed the approval terms of the FirstBank Loans to allow for the expansion of both buildings. Terms of Loans are as follows:
 - a. Chattanooga Charter School of Excellence
 - i. \$1,310,000 Construction to Term Loan with FirstBank
 - ii. \$1,000,000 Term Loan to be sold to participant bank, Millennium Bank
 - b. Chattanooga Charter School of Excellence Middle
 - i. \$2,075,753 Construction to Term Loan

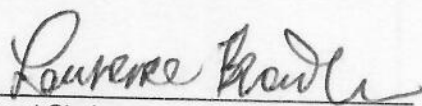
Wallace proposed a motion to approve the CEO to proceed and sign on behalf of the schools for each loan.

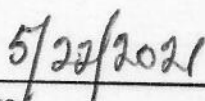
- Harrison seconded the motion
- Motion has passed

II. Board Member Comments

Harrison made a motion to adjourn the meeting

- Wallace seconded the motion
- Motion has passed
- The Board Meeting closed at 10:30am


Board Chairman


Date



Chattanooga Charter Schools of Excellence

**Governing Board Meeting Minutes
December 5, 2020, 10:00 AM (Via ZOOM)**

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

I. Meditation Moment

II. Approval of Minutes for September 26 and October 3, 2020 meeting

K. Wallace proposed a motion to approve the minutes

- C. Butler seconded the motion
- Motion has passed

III. Open for Public Comment (regarding agenda items)

No public comment

IV. Consent Agenda Items:

- Accept resignation of Veronica Herrera and Elaine Perez

K. Wallace proposed a motion to accept the resignation of Veronica Herrera and Elaine Perez

- L. Ellington seconded the motion
- Motion has passed

- Approve Title 1 budget amendment

L. Ellington proposed a motion to approve Title 1 budget amendment

- C. Butler seconded the motion
- Motion has passed

- Approve CARES grant amendment

K. Wallace proposed a motion to approve CARES grant amendment

- C. Butler seconded the motion
- Motion has passed

- Approve GEER grant application

C. Butler proposed a motion to approve GEER grant application

- L. Ellington seconded the motion
- Motion has passed

- Approval to compete for the Remote Learning Grant

C. Butler proposed a motion to compete for the Remote Learning Grant

- L. Ellington seconded the motion
- Motion has passed

V. CEO's Report

- Safety in School
- Academic Progress
- Staffing
- Student Enrollment
- COVID-19 Continuous Learning Plan
- Partnership with Urban League (LEAP grant)
- Facilities Update
- High School Application

V. Old Business

- Discussion regarding upcoming board meeting dates for the school calendar year

VI. New Business

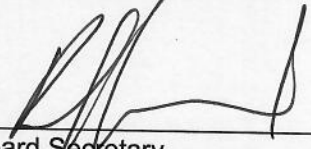
- Confirm Board Meeting Dates for 2021

VII. Board Member Comments

K. Wallace made a motion to adjourn the meeting.

- L. Ellington seconded the motion
- Motion has passed
- The Board Meeting adjourned at 11:30 AM EST.

Our Mission: *CCSE is dedicated to the ideas of individual creativity, excitement for learning and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.*



Board Secretary

5-22-21

Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda+Minutes for Special Called Meeting October 3, 2020, 10:00 AM (Via ZOOM)

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

I. Approval of Minutes for September 26, 2020 meeting

Ellington proposed a motion to defer approval of minutes to the next scheduled meeting.

- Harrison seconded the motion
- Motion passed

II. Open for Public Comment

None

III. Agenda Item

1. Legal Update

Butler proposed a motion to allow the Chairman in consultation with the CEO to discuss all legal matters with the Board attorney pertaining to National Academic Educational Partners Inc and allow the Chairman to update the Board as appropriate.

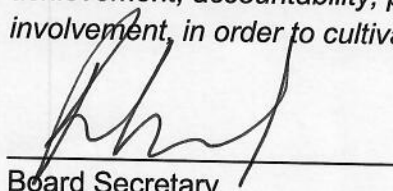
- Perez seconded the motion
- Motion passed

V. Adjournment

Perez proposed a motion to adjourn the meeting at 10:36am

- Butler seconded the motion
- Motion passed

Our Mission: *CCSE is dedicated to the ideas of individual creativity, excitement for learning and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.*


Board Secretary

12-5-20
Date



Chattanooga Charter Schools of Excellence

Governing Board Agenda
September 26, 2020, 10:00 AM (Via ZOOM)

Our Vision: *To provide a place where we partner with parents to build a better tomorrow for our children through opportunity, academic discipline, rigorous instruction and personal excellence.*

I. Approval of Minutes for June 13, 2020 meeting

C. Butler proposed a motion to approve the minutes

- L. Ellington seconded the motion
- Motion has passed

II. Open for Public Comment (regarding agenda items)

No public comment

III. Consent Agenda Items:

- Accept termination of principal's contract with NAEP

C. Butler proposed a motion to accept the termination of the principal's contract with NAEP

- K. Wallace seconded the motion
- Motion has passed

- Accept termination of relationship with NAEP as academic partner

L. Ellington proposed a motion to accept the termination of relationship with NAEP as academic partner

- V. Herrera seconded the motion
- Motion has passed

- Appoint new principal and approve contract

K. Wallace proposed a motion to appoint new principal and approve contract

- C. Butler seconded the motion
- Motion has passed

- Acceptance of Dissemination grant

L. Ellington proposed a motion to accept the Dissemination grant

- E. Perez seconded the motion
- Motion has passed
- Acceptance of LEA Reopening grants

E. Perez proposed a motion to accept the LEA Reopening grants

- C. Butler seconded the motion
- Motion has passed

IV. CEO's Report

- Financial Report
- Safety in School
- Academic Update
- Staffing Update
- Enrollment Update
- COVID-19 Continuous Learning Plan Update
- Partnership with Urban League (LEAP grant)
- Facilities Update

V. Old Business

- Discussion of possible expansion of the Chattanooga Charter School of Excellence

VI. New Business

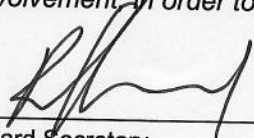
- Set Board Meeting Dates for 2020-2021

VII. Board Member Comments

E. Perez made a motion to adjourn the meeting.

- C. Butler seconded the motion
- Motion has passed
- The Board Meeting closed at 12:43 PM EST.

Our Mission: *CCSE is dedicated to the ideas of individual creativity, excitement for learning and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement in order to cultivate long-term academic success.*


Board Secretary

12-5-20
Date



Chattanooga Charter School of Excellence

Chattanooga Charter School of Excellence Chattanooga Charter School of Excellence Middle

Governing Board Agenda

June 13, 2020, 10:00 AM (Via ZOOM)

Our Mission: Chattanooga Charter School of Excellence is dedicated to the ideas of individual creativity, excitement for learning, and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.

ZOOM Meeting (Due to Coronavirus Social Distancing Lockdown)

Called to order at 10:00am.

In attendance: Ruel Harrison, Dr. Lucien Ellington, Dr. Laurence Brown CPA, Cliff Butler, Bishop Kevin Wallace, Dr. Veronica Herrera, Elaine Perez, Marcia Griffin, Ted Griffin, Jeffrey Hernandez, Artur Glants, Renee Krehl, Jennifer Huskins

I. Approval of Minutes January 11, 2020

E. Perez proposed a motion to approve the minutes

- C. Butler seconded the motion
- Motion has passed

II. Open for Public Comment (regarding agenda items)

No public comments

III. Agenda Items:

- Conduct CEO Evaluation for the 2019-2020 school year for Ms. Marcia Griffin

L. Ellington proposed a motion to approve

- E. Perez seconded the motion
- Motion has passed

- Acceptance of the evaluation for the Principal, Mr. Jeffrey Hernandez, for the 2019-2020 school year

E. Perez proposed a motion to approve

- C. Butler seconded the motion
- Motion has passed

L. Brown made a motion to move all items to a Consent Agenda so that the Board may approve all items upon review with a single vote.

- C. Butler seconded the motion
- Motion has passed

Consent Agenda

- Review and approve of the renewal for Principal Contract for 2020-2021 for Mr. Jeffrey Hernandez
- Acceptance of the COVID-19 Title Grant Plan for Chattanooga Charter School of Excellence and Chattanooga Charter School of Excellence Middle



Chattanooga Charter School of Excellence

- Acceptance of the Finance Agreement and purchase order pending with Apple, Inc.
- Review and approval of purchase of 15 new Flat-Panel Screens from Classroom Outfitters
- Review and approval of financial reports

E. Perez proposed a motion to approve the Consent Agenda

- C. Butler seconded the motion
- Motion has passed

IV. CEO's Report:

- Construction Update

V. Principal's Report:

- Academic Update
- Staffing Update
- Enrollment Update
- COVID-19 Preparedness Update

VI. Old Business

VII. New Business

- A discussion took place, led by the CEO Ms. Griffin, with regards to expanding parts of the building. A request was made for the Board to approve the effort to work with banks and other agencies to determine the logistics and details of loans required for the expansion to make an informed decision at a later time.

E. Perez proposed a motion to approve the effort to pursue the possible expansion and thus financing of the school buildings.

- C. Butler seconded the motion
- Motion has passed

VIII. Board Member Comments

E. Perez made a motion to adjourn the meeting.

- C. Butler seconded the motion
- Motion has passed
- The Board Meeting closed at 11:44 AM



Board Secretary

7-14-21

Date



Chattanooga Charter School of Excellence

Chattanooga Charter School of Excellence Chattanooga Charter School of Excellence – Middle

Governing Board Minutes

January 11, 2020, 10:00 AM

2029 E. 23rd Street

Chattanooga, TN 37404

Our Mission: Chattanooga Charter School of Excellence is dedicated to the ideas of individual creativity, excitement for learning, and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.

Called to Order: 10:00 AM

Attendance: Ruel Harrison, Cliff Butler, Lucien Ellington, Laurence Brown, Artur Glants, Jeffrey Hernandez, Marcia Griffin

I. Approval of Minutes for October 19, 2019

C. Butler moved to approve minutes. L. Ellington second. Motion passed.

II. Open for Public/Parental Comments –

No public comment

III. Agenda Items Discussed:

- Review of credentials for Ms. Veronica Herrera for Governing Board Member position and vote on approval for appointment to the board - Approved
- Review of credentials for Dr. Elaine Perez for Governing Board Member position and vote on approval for appointment to the board –
 - **Approved**
- Review of credentials for Bishop Kevin Wallace for Governing Board Member position and vote on approval for appointment to the board -
 - **Approved**
- Review of credentials of returning former Board Member Cliff Butler for Governing Board Member position and vote on approval for appointment to the board -
 - **Approved**
- Election of Officers for the 2020-2021 school year
 - Chair, Vice Chair, Secretary, Treasurer
- Acceptance of contract for Adams and Reese, LLP (Attorney Ben Fox) for legal counsel
 - **Contracts accepted**
- Acceptance of contract for American Enrollment for Social Media and Student Enrollment and Recruiting



Chattanooga Charter School of Excellence

- **Contract Accepted for both campuses**
- Acceptance of contract for Global Protective Services
 - **Contracts for both campuses Accepted**
- Acceptance of contract for MobileMe for 40 laptops and a two year -warranty for each machine via a six-month installment payment plan
 - **Contracts for both campuses Accepted**
- Acceptance of contract for Randy Wilson Painting for exterior painting services for elementary
 - **Contract Accepted**
- Acceptance of midyear performance review for Mr. Jeffrey Hernandez, Principal
 - **Accepted**
- Review and approval of financial reports
 - **Financial reports Reviewed and Accepted**

IV. Principal's Report:

- Organizational Update: Staffing update, renewal process for Elementary School, status update on high school application, status update on Cognia/AdvancEd school accreditation
- Instructional Update: Benchmark assessment #2 results, extended learning update, digital programs implementation update, new middle school
- Culture Climate Update: PBIS implementation update, counselor role enhancement and university student visits

V. Old Business

None

VI. New Business

- Discussion and design of rubric for Chief Executive Officer evaluation

VII. Board Member Comments

VIII. Adjournment

Submitted by

A handwritten signature in black ink, appearing to be "R. H. D.", written over a horizontal line.

Date

6-13-20

Minutes
CCSE Board of Directors Meeting
Saturday, October 19, 2019

Meeting called to order at 10 AM.

Attendance: Chairman Harrison, Vice-Chairman Ellington, Treasurer Brown, Executive Director M. Griffin, Assistant Executive Director M. Saunders, Principal J. Hernandez, A. Glants

1. Meditation Moment
2. Approval of June 8, 2019 minutes – Ellington moved to approve. Brown second the motion. Motion passed.
3. Agenda Items Discussed:
 - a. Audit Report
 - b. S. O. A. R.
 - i. Show Respect
 - ii. Organize, Organize, Organize
 - iii. Act Appropriately
 - iv. Responsibility is a Winner
 - c. Plans to curb Chronic Absenteeism utilizing Data
 - d. Track scholars progress through data
 - i. Provide remediation
 - ii. Pull outs and extra time on task to ensure readiness
 - e. CCSE ESL Newcomer Program
 - f. Parent night
 - g. Peer counseling
 - h. Bilingual Teachers' Aides
 - i. Utilize Data to track students' progress
 - j. Give all stakeholders a chance to SOAR

Adjournment at 11:56AM. – Motion made by Brown. Second by Ellington.

Submitted by

 1-11-20



Chattanooga Charter School of Excellence

Chattanooga Charter School of Excellence
Chattanooga Charter School of Excellence Middle

Governing Board Regular Meeting Minutes

June 8, 2019, 9:00 AM

1912 S. Willow St.

Chattanooga, TN 37404

Our Mission: Chattanooga Charter School of Excellence is dedicated to the ideas of individual creativity, excitement for learning, and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.

Participants: Ruel Harrison, Dr. Lucien Ellington, Dr. Laurence Brown CPA, Jeffrey Hernandez, Marcia Griffin

I. Approval of Minutes for March 9, 2019

Mr. Harrison made a motion to approve the March 9, 2019 minutes, seconded by Dr. Brown. The motion passed.

II. Open for Public/Parental Comment (regarding agenda items)

No public comments.

III. Consent Agenda:

- Review and approve the renewal for the contract for Principal for Mr. Hernandez with National Academic Educational Partners, Inc.

Dr. Brown made a motion to approve the renewal, seconded by Mr. Harrison. The motion passed.

- Review and approval of the Title I, II, and IV budgets.

Dr. Brown made a motion to approve the Title budgets, seconded by Mr. Harrison. The motion passed.

- Review and approval of financial reports since last board meeting.



Chattanooga Charter School of Excellence

Dr. Brown made a motion to approve the financial reports, seconded by Mr. Harrison. The motion passed.

IV. Principal's Report:

- Instructional Update: Review of third benchmark assessment data and digital intervention data.
- Culture Climate Update: PBIS implementation update, counselor role enhancement and university student visits

V. Old Business

There was no old business.

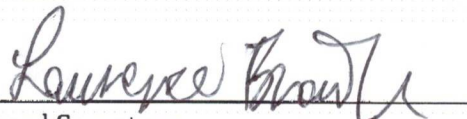
VI. New Business

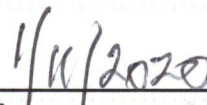
There was no new business.

VII. Board Member Comments

Mr. Harrison made a motion to adjourn the meeting, seconded by Dr. Ellington. The motion passed. The meeting was adjourned at 11:51 AM.

I certify that the minutes are accurate and have been approved by the Governing Board as written.


Board Secretary


Date



Chattanooga Charter School of Excellence

Chattanooga Charter School of Excellence
Chattanooga Charter School of Excellence Middle

Governing Board Regular Meeting Minutes

March 9, 2019, 9:07 AM

1912 S. Willow St.

Chattanooga, TN 37404

Our Mission: Chattanooga Charter School of Excellence is dedicated to the ideas of individual creativity, excitement for learning, and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.

Participants: Ruel Harrison, Dr. Lucien Ellington, Dr. Laurence Brown CPA, Marcia Griffin, Jeffrey Hernandez

I. Approval of Minutes for December 8, 2018

Mr. Harrison made a motion to approve the December 8, 2018 minutes, seconded by Dr. Brown. The motion passed.

II. Open for Public/Parental Comment (regarding agenda items)

No public comments.

III. Consent Agenda:

- Review and approval of ATSI Grant Application.

Mr. Harrison made a motion to approve the grant application, seconded by Dr. Ellington. The motion passed.

- Review and approval of financial reports.

Dr. Brown made a motion to approve the financial reports, seconded by Mr. Harrison. The motion passed.

IV. Principal's Report:

- Organizational Update: New website review, staffing update
- Instructional Update: Benchmark assessment plan, extended learning update, teacher data presentations, digital programs implementation update



Chattanooga Charter School of Excellence

- Culture Climate Update: PBIS implementation update, counselor role enhancement and university student visits

V. Old Business

There was no old business.

VI. New Business

There was no new business.

VII. Board Member Comments

Dr. Ellington made a motion to adjourn the meeting, seconded by Mr. Harrison. The motion passed. The meeting was adjourned at 11:45 AM.

I certify that the minutes are accurate and have been approved by the Governing Board as written.

Laurence Brault
Board Secretary

6/8/2019
Date



Chattanooga Charter School of Excellence

Chattanooga Charter School of Excellence
Chattanooga Charter School of Excellence – Middle

Governing Board Regular Meeting Minutes

December 8, 2018, 9:08 AM

1912 S. Willow St.

Chattanooga, TN 37404

Our Mission: Chattanooga Charter School of Excellence is dedicated to the ideas of individual creativity, excitement for learning, and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.

Participants: Ruel Harrison, Dr. Lucien Ellington, Dr. Laurence Brown CPA, Marcia Griffin, Jeffrey Hernandez, Artur Glants

I. Approval of Minutes for September 22, 2018.

Mr. Harrison made a motion to approve the September 22, 2018 minutes, seconded by Dr. Ellington. The motion passed.

II. Open for Public/Parental Comment (regarding agenda items)

There were no public comments.

III. Consent Agenda:

- Approve Ms. Griffin to contract for new website with Chalkstart.

Dr. Brown made a motion to approve the contract, seconded by Dr. Ellington. The motion passed.

- Approve purchase of Interactive Boards from Classroom Outfitters.

Mr. Harrison made a motion to approve the purchase, seconded by Dr. Brown. The motion passed.

- Review and approval of financial reports.

Dr. Brown made a motion to approve the financial reports, seconded by Mr. Harrison. The motion passed.



Chattanooga Charter School of Excellence

IV. Principal's Report:

- Organizational Update: School leadership team, teacher planning periods, coaching rule, digital file sharing structure via Google
- Instructional Update: Review of benchmark assessment data, RTI2, digital programs, ESL program, pacing guide implementation, professional development
- Culture Climate Update: Positive Behavior Intervention and Supports (PBIS) Plan, Attendance Plan

V. Old Business

There was no old business.

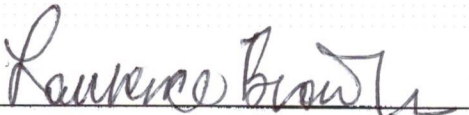
VI. New Business

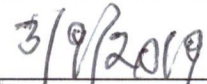
There was no new business.

VII. Board Member Comments

Dr. Brown made a motion to adjourn the meeting, seconded by Dr. Ellington. The motion passed. The meeting was adjourned at 11:49 AM.

I certify that the minutes are accurate and have been approved by the Governing Board as written.


Board Secretary


Date



Chattanooga Charter School of Excellence

Chattanooga Charter School of Excellence Chattanooga Charter School of Excellence – Middle

Governing Board Regular Meeting Minutes

September 22, 2018, 9:01 AM

1912 S. Willow St.

Chattanooga, TN 37404

Our Mission: Chattanooga Charter School of Excellence is dedicated to the ideas of individual creativity, excitement for learning, and motivation through rigorous instruction. We seek to uphold high standards of student achievement, accountability, personal responsibility, character development and community involvement, in order to cultivate long-term academic success.

Participants: Ruel Harrison, Dr. Lucien Ellington, Dr. Laurence Brown CPA, Marcia Griffin, Ted Griffin, Jeffrey Hernandez, Artur Glants

I. Approval of Minutes for June 2, 2018

Mr. Harrison made a motion to approve the June 2, 2018 minutes, seconded by Dr. Ellington. The motion passed.

II. Open for Public/Parental Comment (regarding agenda items)

There were no public comments.

III. Consent Agenda

- Accept termination of Ms. Susan Brown, Principal, effective August 30, 2019.
 - Dr. Brown made a motion to accept the termination, seconded by Dr. Ellington. The motion passed.
- Review and approval of contract with National Academic Educational Partners, Inc., to outsource Mr. Jeffrey Hernandez to serve as Principal for Chattanooga Charter School of Excellence and Chattanooga Charter School of Excellence Middle, from October 1, 2018 to July 31, 2019.
 - Dr. Brown made a motion to approve the contract, seconded by Mr. Harrison. The motion passed.



Chattanooga Charter School of Excellence

- Review and approval of financial reports.
 - Dr. Brown made a motion to approve the financial reports, seconded by Dr. Ellington. The motion passed.

IV. Principal's Report:

- Review of 2017-2018 academic performance data
- Review of Needs Assessment Key Findings
- Update on Response to Intervention process enhancement
- Update on design and/or utilization of Pacing Guides for ELA/Reading and Math.
- Update on professional development plan for 2018-2019.

V. Old Business

There was no old business.

VI. New Business

There was no new business.

VII. Board Member Comments

Dr. Brown made a motion to adjourn the meeting, seconded by Mr. Harrison. The motion passed. The meeting was adjourned at 11:30 AM.

I certify that the minutes are accurate and have been approved by the Governing Board as written.

Roupeya Brown
Board Secretary

12/8/2018
Date

Chattanooga Charter School of Excellence
And
Chattanooga Charter School of Excellence Middle
Board of Directors Meeting Minutes
Saturday, June 16, 2018

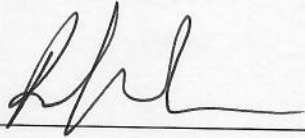
Meeting was called to order at 9:35am. In attendance were Chair Ruel Harrison, Vice Chair Dr. Lucien Ellington, Secretary/Treasurer Dr. Laurence Brown, CPA, and Executive Director Marcia Griffin, Assistant Executive Director Michelle Saunders.

The purpose of the meeting was to give approval to the Executive Director to apply for an increase in the existing loan with First Bank that will cover the additional renovation cost for the property located at 2029 E. 23rd Street.

Board members voted to allow Executive Director Griffin to apply for a loan from First Bank, not to exceed \$2,000,000 and execute and enter into a loan agreement with First Bank on behalf of the school. The motion was offered by Dr. Brown and seconded by Mr. Harrison.

Meeting adjourned at 11:30am.

Submitted by: _____



Date: _____

9-22-18

Chattanooga Charter School of Excellence

Board Retreat Meeting Minutes

Saturday, March 17, 2018

1. Called to order at 9:30 AM
2. Attendance: Chairman Harrison Vice-chair Ellington Treasurer, Brown, Executive Director Griffin, Assistant Executive Director Saunders, Principal S. Brown.
3. Principal, Director, and Assistant Director Reports:
 - (1) Principal stated that there has been success in the activities this school year. Progress has been made in achieving the academic goals. A brief discussion of the playfield and parking for the school buses.
 - (2) Transportation – working on the contract with a new transportation company (Smith's Bus Company). Previous transportation company cancelled the school's contract because of the behavior of two students. Working on a four-year contract term with the new bus company.
 - (3) Discussion of the HCDE school board policy of students not allowed to transfer to their zoned school until the end of the school year.
 - (4) No student behavior problems so far this year.
 - (5) Student performance/teacher retention/prep for student assessment:
 - A. Academic assessment done in August/September & November /December. Assessment prior to Christmas was not required.
 - B. Focus on students on the bubble and students at risk. Tutoring done during week in small groups or in the class setting.
 - C. Staff, interventionists, and TAs helping with tutoring. Alignment documents prepared and used to track progress and for teachers to know what was needed to be covered. Practice tests being used.
 - D. The state assessment goals were outlined in the Principal's report. The Principal explained the easyCBM results.
 - E. Principal and Asst. Principal met with teachers and discussed specific goals for their grades. Classroom management discussed with each teacher. The chairman stated he observed some teachers and was pleased with the classroom management of those teachers but focus should be on improving teaching techniques.
 - F. Mentoring program for teachers occurring (teachers paired and allowed to observe others).
 - G. Math needs special attention because the curriculum changed this year.
 - H. Discipline has improved but would like to reduce student conflict without teacher intervention.

- I. New leadership team (Principal, Assistant Principal and Coaches) are adjusting to new role. All four (principal, asst. principal, 2 coaches) have a positive working relationship.
 - J. Current challenges: Mathematics. Learned some things using the new math material. More intense intervention planned.
 - K. Some students have been accepted in high-performance schools for the next school year. CCSE website is to be updated to reflect the high-performing private schools accepting CCSE students.
 - L. Overall, the schools are settling and goals have been set.
- (6) Clubs/Sport activities for students:
- A. Clubs and extra-curricula activities for students outlined.
 - B. Boys and girls teams for sports activities. An outside organization provides soccer instructions two evenings per week.
 - C. College visits: scheduled for Southern University in April 2018 for the lower campus and in May 2018 for the upper campus.
 - D. Field day - lower campus May 23, 2018; upper campus May 24, 2018.
- (7) 8th grade promotion: May 23, 2018, 9:00 am (at the middle school).
- (8) New facility: there was a delay at the new facility. New quotes obtained. Installation for new playground is April 13 and April 14, 2018. Projected date for completion is May 30, 2018. Students last day is May 25, 2018 and preparation for the move to the new facility is May 26, 2018.
- (9) New school year schedule to be prepared and posted to website. Testing to be completed in April 2018. Stem night scheduled for May 10, 2018. 4th quarter showcase is May 17, 2018.
- (10) Staff recruitment: Asst. Executive Director went to UTC recruitment fair. Principal to follow-up with interested candidates. Hiring will be necessary to replace teachers who are leaving. Advertisement on the website and in the newspaper. A survey will be prepared for teachers to provide feedback. Decision will be made to determine retention bonuses, especially how to award grades K, 1 and 2.
- (11) Student enrollment: estimated at 600.

- (12) New chief of staff at the Hamilton County Department of Education seems likely to be committed to school choice.
- (13) The executive director discussed budget. Discussed addition to board members.
- (14) Next board meeting is June 2, 2018.
- (15) The board meeting ended at 2:02 pm.



Board Chair, Date

Chattanooga Charter School of Excellence
Board Retreat Meeting Minutes
July 14-15, 2017

Meeting Summary Notes

The CCSE Board of Directors is pleased to have hosted a retreat in mid July. We considered this event as an opportunity to reset as we embark on the seventh year of the school's existence. We were very impressed with the high level of participation, sharing of ideas and excitement exhibited by all the participants.

Executive Director/Founder Marcia Griffin, must be applauded for her insight in getting this project off the ground, in the first place. Taking CCSE from its humble beginnings to where we are today.

It has been an interesting ride with challenges and successes. We are eternally grateful to the early pioneers who faithfully volunteered many hours of hard work in support of the school's vision and mission

Below are some recommendations born out of the retreat sessions.

Goals/Objectives

School Leadership (Principal, Vice Principals and Coaches)

- Emphasize the importance of the Core Knowledge curriculum every day
- Establish what it is we want to academically achieve
- Ensure that there is strong and sustained alliance of TN state and Core Knowledge standards
- Emphasize the connective nature of literacy across curricula
- Ensure continued teacher competence (via PD, etc)
- Continue CCSE Board updates at quarterly meetings
- Emphasize the importance of strong, meaningful and effective lesson preparation and record keeping (grades)
- Develop and maintain a more positive welcoming presence for parents and visitors to CCSE

Short-Term Goals/Objectives

- Set attainable, measurable and realistic goals for students and staff
- Maintain high academic and personal expectations
- Encourage students and parents to become excited about excellence in performance
- Emphasize remedial engagement for students on a daily, weekly basis

- Develop strategies for greater participation by parents to attend showcase events
- Place TV monitors in front office of each campus highlighting CCSE moments of achievement in the classrooms, and the community at large

Long-Term Goals/Objectives:

- Devise incentives for growing teachers and future leaders in the organization
- Continue to foster and nurture a positive school culture and climate
- Administration and staff should constantly strive to build and nurture students' self esteem
- Establish an environment of zero tolerance for bullying
- Continue to develop strong relationships between school and home

The Board is very pleased with the enthusiasm shown by the school leadership team. We look forward to an exciting and successful school year. We are confident that with this team in place, CCSE will progress to higher heights "*moving forward.*"

The Sky's The Limit!

Board Meeting Dates for school year 2017/2018

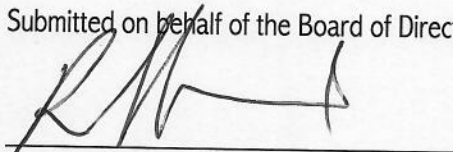
September 30, 2017 (first meeting)

December 16, 2017

March 17, 2018

June 2, 2018

Submitted on behalf of the Board of Directors



Ruel Harrison
CCSE Board Chairperson

Chattanooga Charter School of Excellence
And
Chattanooga Charter School of Excellence Middle
Board of Directors Special Meeting
Meeting Minutes
Saturday, June 26, 2017

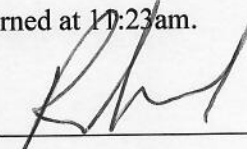
Meeting was called to order at 10:03am. In attendance were Chair Ruel Harrison, Vice Chair Dr. Lucien Ellington, Secretary/Treasurer Dr. Laurence Brown, CPA, and Executive Director Marcia Griffin.

The purpose of the meeting was to give approval to the Executive Director to apply for a credit card with First Bank, and consolidate the current two SunTrust loans.

Board members voted unanimously to allow Mrs. Griffin to apply for the credit card with First Bank. The board further granted Mrs. Griffin the authority to obtain a loan from First Bank, not to exceed \$865,000, and execute and enter into a loan agreement with First Bank on behalf of the school, which will result in the refinance of the current SunTrust loans. The motion was offered by Dr. Brown and seconded by Dr. Ellington.

Board members also discussed opening a new account with First Bank and closing the SunTrust accounts. Board members cautioned the timing of opening the new account, and asked the Executive Director to wait until the loan is approved before transferring the 2 main accounts to First Bank. All agreed that the smaller accounts, should remain at SunTrust.

Meeting adjourned at 11:23am.

Submitted by:  _____

**CHATTANOOGA CHARTER SCHOOL OF EXCELLENCE
MINUTES OF THE BOARD OF DIRECTORS MEETING
JUNE 3, 2017**

1. The meeting was called to order at 10:30 am.
2. In attendance: Lucien Ellington, Ruel Harrison, Larry Brown, Marcia Griffin, Jennifer Huskins
3. Board voted to approve January 29, 2017 minutes
4. PBIS discussed. Appeal hearing held prior to Board meeting.
5. Items Discussed:
 - a. Lengthy discussion about student behavior & PBIS
 - b. Financial Report
 - c. Board Retreat – date will be July 14 & 15, 2017
 - d. Instructional coaches are invited to attend retreat along with the executive leadership
6. The board meeting ended at 12:34pm.

Submitted by: _____

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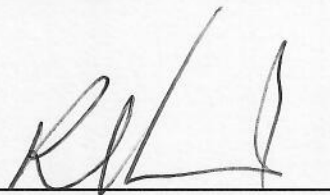
CCSE BOARD OF DIRECTORS

Board Meeting Minutes

January 29, 2017

1. The meeting was called to order at 10:17 am.
2. In attendance: Ruel Harrison, Lucien Ellington, Larry Brown, Ted Griffin, Marcia Griffin, Jennifer Huskins
3. Minutes were moved, seconded, and approved.
4. **School climate:**
 - A. There has been a change for the better in the upper school; ISS is working; certified teacher working with the scholars during detention, helping them with assignments; drop in negative behavior during the day and it is the same students misbehaving;
 - B. Suggestion to mount a screen which would be used to highlight scholars who are achieving;
 - C. Morale of teachers fluctuates; teachers must clock in and out as some teachers were persistently late; food service required to be on time; dean at lower school was consistently late and consistently dressed inappropriately; dean terminated;
 - D. New teachers must attend three professional development sessions per month; experienced teachers must attend one per month;
 - E. Add language to the employment contract referencing employment-at-will
5. **Personnel matters:**
 - A. Three teachers may not be retained for the next school year.
 - B. Letters of intent to be sent out
 - C. Attending career fair at UTC to identify
6. **Other matters discussed:**
 - A. Testing
 - B. Tutoring
 - C. Reevaluate math curriculum
 - D. Bus incident
 - E. Inappropriate posts on social media
 - F. Next board meetings: April 1, 2017, June 3, 2017
7. **Budget summary:**
 - A. Financial Report given; large surplus
8. The meeting adjourned at 2:50 pm.

Submitted by: _____



6-3-17



Chattanooga Charter School of Excellence

CCSE Board of Directors Meeting September 24, 2016 Minutes

Meeting Call to Order at 10:15am

**Founder/
Executive Director**

Marcia Griffin

In attendance: Ruel Harrison, Lucien Ellington, Larry Brown, Ted Griffin, Marcia Griffin, Jennifer Huskins

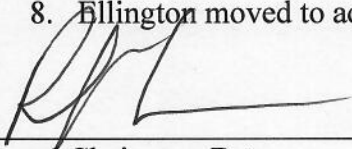
Board of Directors:

**Ruel Harrison
Chair**

**Lucien Ellington
Vice Chair**

**Laurence Brown
Secretary/Treasurer**

1. Minutes reviewed, discussed and approved. Ellington moved to approve. Brown second the motion.
2. Acknowledgement of newly appointed principal
3. Principal's Report covered
 - a. Concerns with kindergarten and 4th grade teacher
 - b. Performance concerns
 - c. Plans for the year ahead
4. Executive Director's Report covered:
 - a. Student enrollment
 - b. Staffing
 - c. Competitive salary
 - d. Audit Draft and financial report
 - e. Purchase of the Willow Street building
 - f. Restricted fund balance used for downpayment as planned
5. Review and approve Wellness Policy – Brown motioned to approve the policy. Ellington seconded the motion. Motion passed.
6. New Business - none
7. Established future meeting dates
8. Ellington moved to adjourn meeting at 12:30pm.


Board Chairman, Date

1-29-17

Chattanooga Charter School of Excellence
And
Chattanooga Charter School of Excellence Middle
Board of Directors Meeting Minutes
Saturday, May 21, 2016

Meeting was called to order at 10:15 AM. In attendance were Ruel Harrison, Cliff Butler, Lucien Ellington, and Laurence Brown, and Marcia Griffin.

The purchase of the Willow Street building was discussed. The main points were that the purchase price is \$960,000. The building appraised for over \$1 million. The school will be responsible for paying 15% of the purchase price at closing. Cart Enterprises will finance 15%.

The loan will be in the name of Chattanooga Charter School of Excellence Middle and Chattanooga Charter School of Excellence.

Treasurer Brown made the motion to give the final approval allowing the Executive Director to proceed with the purchase of the Willow Street building, and securing the loans with SunTrust Bank and Cart Enterprises. Director Butler seconded the motion. All members were in agreement. The motion passed without objection.

Meeting adjourned at 11:36 AM.

Submitted by: _____

Date: 9-24-16

**CCSE BOARD OF DIRECTORS MINUTES
MARCH 5, 2016**

Called to Order: 9:59 AM

Attendance: Ruel Harrison, Cliff Butler, Lucien Ellington, Larry Brown, Marcia Harrison

1. Approval of Minutes – board voted to approve.
2. Executive Director update:
 - a. Teaching positions for the Fall 2016 will be advertised this week; some teaching assistants may accept teacher positions, three teachers not renewing, one teacher not wishing to continue as teacher; Board members asked to assist with reviewing resumes; All will assist; seeking another Dean of Students.
 - b. This year building foundation for culture and climate; seeking Core Knowledge certification for K-5 and 6 by 2017.
 - c. Sixty-three 5th and 6th graders going to Washington D.C. on field trip May 2016
 - d. Professional development for 2016 – Dr. Warren will lead
3. TN Ready challenges– State system crashed on the first day of testing; moved testing date to next Wednesday; delay in receipt of testing material so test pushed back another week. The School was ready to use technology; however, paper testing will have to be done this year. Pre-testing done using Success-Maker; data collected.
4. Principal's Update:
 - a. TN Ready testing moved forward; will use paper instead of technology; students will be prepared for March 14.
 - b. Chair asked if Principal is satisfied with students' preparation; Principal very satisfied; students are ready to answer different types of questions.
 - c. Tutoring – based on data collected, Kindergarten and 1st grade tutoring in 4th week; at risk students and enrichment students addressed; by 3rd assessment students should show significant gains.
 - d. 4 rounds of observations completed.
 - e. Curriculum for reading and math addressed.
 - f. Women's history month in progress.
 - g. Purchased 13 new laptops.
 - h. Because students started with social studies, students at CCSE will not have to do the test again this year; scores will not count for teacher evaluation, accountability.
 - i. Letters of intent – 100% received; 1 teacher definitely not returning; 2 teachers likely will not return.

- j. Culture and Climate – PBIS Program in progress; High 5/Rainbow celebrations in progress
 - k. Teachers commuting between campuses is working out well. Excellent team leader.
 - l. School Community Council – teachers planned Valentine Dance which was well attended by parents; raised over a \$1,000 (charged \$3).
 - m. Teaching with Diversity – teaching in urban setting; planning to present more information every month; will purchase Eric Jensen's book on this subject for teachers.
 - n. Had to put the school on lockdown because of active shooting on 2/23/2016; police responded appropriately; students and teachers followed procedures practiced before; lockdown lasted about 15 minutes.
 - o. Plumbing, wood, and doors at Eastgate and restroom partitions issues at Willow; reported to Eastgate's management and 2 students suspended for destruction at Willow.
5. Teachers on probation – A teacher graduated from the program and is meeting the students where they are, knows the content; another teacher is still in the program; one teacher on probation is not returning.
6. Ideas for continuing and expanding the CCSE vision and mission:
- a. High school is challenging; Executive Director and Principal want to start community outreach/involvement before making decision on high school; goal to accept 80 kindergarten students and 130 maximum for next year; may go into the high school environment but under a different structure.
 - b. Lease at Eastgate has another 5 years so ED is thinking about new space.
 - c. Exploring the possibility of the School buying the property at Willow.
 - d. Ellington requested bringing Dean at UTC to visit the School; will provide 3 tentative dates.
7. Final meeting for the year is May 25, 2016.
8. Adjourned at 12:41 PM.

Submitted by: _____

A handwritten signature in black ink, appearing to be 'RH', is written over a horizontal line.

CCSE Board Meeting Minutes December 5, 2015

Called to Order: 10:21 AM

Attendance: Ruel Harrison, Cliff Butler, Lucien Ellington, Larry Brown, Exley Warren, Marcia Griffin, Ted Griffin

1. Mediation Moment
2. Approval of minutes - deferred
3. Agenda Items Discussed:
 - a. Staff Professional Development January 2016
 - b. Computer lab, desktops in classrooms
 - c. Mock State Test in January
 - d. Afterschool Care going well
 - i. Board Member volunteered to provide equipment
 - e. Student readiness for TN Ready is going as planned
 - i. Data collection
 - ii. Dibbles
 - iii. Success Maker
 - iv. Other interventions
 - f. Sensitivity training for teachers
 - i. How to interact with ESL students and their parents
 - ii. Cultural acclimatization of students
 - g. Teacher Termination due to Professional Misconduct
 - h. Potential Board Candidates
 - i. Discussion on how to provide interviews to media
4. Vision for CSSE for next meeting
5. Adjournment: 12:33 PM – Butler moved to adjourn. Brown second the motion.

Submitted by: 

Date: 3-6-16

CHATTANOOGA CHARTER SCHOOL of EXCELLENCE
Board of Directors Meeting Minutes

Saturday, September 26, 2015

Call To Order at 10:00am

In attendance: Ruel Harrison, Lucien Ellington, Laurence Brown, Cliff Butler, Ted Griffin, Marcia Griffin, Exley Warren.

1. Minutes for August 1, 2025 – Approved. Ellington moved to approve. Butler seconded the motion.
2. Discussion Items:
 - a) short term & long term goals
 - b) plan for student performance (at each grade level)
 - c) plan for student remediation (reading & math)
 - d) overall student performance expectations
 - e) Budget presented, reviewed and approved
 - f) Board member candidate search
3. Identify potential donors to CCSE
4. New Business – none
5. Adjournment – 11:35am. Butler moved to adjourn. Brown second the motion.

Submitted by:  3-6-16

**CCSE BOARD OF DIRECTORS
MEETING MINUTES
AUGUST 1, 2015**

1. Meeting called to order at 10:05am.
2. In attendance: R. Harrison, L. Ellington, L. Brown, M. Griffin, T. Griffin, E. Warren, R. Krehl
3. Brown moved to approve June 6, 2015 minutes. Ellington second. Motion passed.
4. Executive director introduced the new principal.
5. Principal Warren addressed the board and introduced himself. He stated his goals and approach to leading the schools. Board members asked him questions.
6. Other items discussed:
 - a. Addendum to be made to the employee handbook.
 - b. Newspaper article
 - c. Board training
 - d. Financial Report
 - e. Create a blog for current events (like new principal, opening of middle school)
 - f. New controls in place to ensure academic accountability
7. Meeting adjourned at 12:45 pm. Ellington moved to adjourn. Harrison second the motion.

 9-26-15

Board Chairman, Date

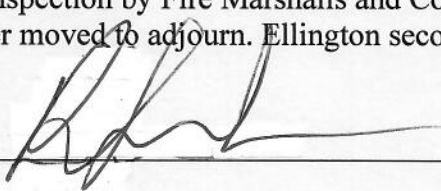
Minutes
CCSE Board of Directors Meeting
Saturday, June 6, 2015

Meeting called to order at 10:00 AM.

In attendance: Ruel Harrison, Cliff Butler, Lucien Ellington, Larry Brown, Pauline Tyndale, Marcia Griffin, Ted Griffin, Dr. Steve Gallon

- I. Mediation Moment
- II. Butler moved to approve March meeting minutes. Brown second the motion. Minutes approved.
- III. Open for Public Comments – none
- IV. Agenda Items Discussed:
 - a. Dates of next Board meetings were approved for September 26, 2015, December 5, 2015, March 5, 2016, June 4, 2016
 - b. Financial report provided by M. Griffin
 - c. Parent communication
- V. Presentation by Dr. Steve Gallon on Classroom Visitation, Action Plans, Annual Reviews, Leadership, Curriculum & Instruction, Data Collection, Staff Development
- VI. Preparation for TCAP
 - a. Addition of Reading Coach, Increased Classroom visits
 - b. Family Partnership Aide was hired
 - c. Utilizing Data Charts Effectively
 - d. "Implement, Execute, Monitor"
- VII. Current Enrollment 428
 - a. Class size capped at 20 students
 - b. School will maintain single gender classrooms
 - c. One Hundred Sixty students will be moved to Willow Street Campus when Certificate of Occupancy (CO) is approved
 - d. Twenty-nine Thousand dollars had been approved for work- mostly electrical
 - e. Inspection by Fire Marshalls and County upcoming
- VIII. Butler moved to adjourn. Ellington second the motion. Meeting adjourned at 1 PM.

Submitted by _____



CCSE Board of Directors Meeting

Saturday, March 7, 2015

1. Meeting called to order at 9:28 AM
2. In attendance: Larry Brown, Cliff Butler, Lucien Ellington, Ruel Harrison, Pauline Tyndale, Jennifer Huskins, Marcia Griffin
3. Agenda Items:
 - a. Email blast sent out concerning internet communication to parents
 - b. Principal presented TCAP information via data regarding information for proposed intervention for students grades three through five. Parent participation will be emphasized in addition to maximizing school resources.
 - c. Reading will be crucial to the success of the program
 - d. TCAP will be toward the end of the April
 - e. Teacher recruitment is on-going
 - f. The Executive Director and some Board Members toured the Willow Street Campus. The first floor is almost complete. Open House scheduled for April 1.
 - g. Griffin gave the financial report
4. No new business
5. Brown moved to adjourn the meeting. Butler second. Motion passed and meeting adjourned at 12:18 PM

Submitted by



Date:

6-6-15

Minutes
CCSE Board of Directors Meeting
Saturday, December 6, 2014

In attendance: Ruel Harrison, Cliff Butler, Lucien Ellington, Larry Brown, and Pauline Tyndale, Jennifer Huskins, Marcia Griffin

Meeting called to order at 10:03am.

- I. Meditation Moment
- II. Ellington moved to approve September minutes. Butler second the motion. Motion passed.
- III. Agenda Items discussed
 - a. Budget discussion. Brown moved to approve budget. Butler second. Motion approved.
 - b. Response to Intervention (RTI) changed due to new regulations in Hamilton County
 - c. Universal Screening will be implemented January 2015. Emphasis has to be on Reading, Math, English while ensuring that Arts and Sciences are not neglected.
 - d. Transition from Success Maker to ensure greater RTI
 - e. Process for students transitioning from gym to first floor classrooms on Willow Street
 - f. Teacher of the Year Award
 - g. Successful Spellman and Morehouse field trip. Three hundred ninety-three students and two hundred parents in addition to faculty chaperones attended. Planning for next year's college field trip will start now.
 - h. Willow Street Project has been on hold for a couple months but will restart soon.
 - i. Principal Huskins and Vice Principal Krehl were tasked with researching the launch of a CCSE website.
 - j. Hiring additional staff
- IV. No new business discussed
- V. Butler moved to adjourn the meeting at 11:30AM. Ellington second. Motion passed and meeting adjourned.

Submitted by: _____



3-7-15

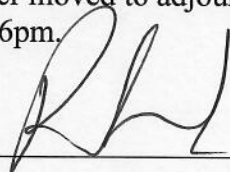
Minutes
CCSE Board of Directors Meeting
Saturday, September 20, 2014

In attendance: Ruel Harrison, Cliff Butler, Lucien Ellington, Larry Brown, Pauline Tyndale, Jennifer Huskins, Marcia Griffin

Meeting called to order at 10:25am

- I. Meditation Moment
- II. Brown moved to approve May 31, 2014 minutes. Ellington second the motion. Motion passed.
- III. Open for Public Comments regarding agenda items – none
- IV. Agenda Items Discussed
 - a. After school tutoring 3:15 – 4:15pm
 - b. First Data Chat, October 2, 2014
 - c. Headmistress Huskins title changed to Principal
 - d. Dean Krehl promoted to Vice Principal
 - e. Quarterly assessments in Reading, Language Arts, Math, September 22nd thru September 26th 2014
 - f. Students' field trip to Spellman and Morehouse Colleges. Parent involvement critical.
 - g. Butler moved to accept and approve the budget. Ellington second. Motion passed.
- V. No new business
- VI. Butler moved to adjourn meeting. Brown second the motion. Meeting adjourned at 12:36pm.

Submitted by



Date: 12-6-14

Minutes
Board of Directors Meeting
Saturday, May 31, 2014

Meeting was called to order at 10:15 AM.

In attendance were Ruel Harrison, Cliff Butler, Lucien Ellington, Larry Brown, Pauline Tyndale, Marcia Griffin, Ted Griffin, and Jennifer Huskins.

Butler moved to approve October 13, 2013 minutes. Ellington second the motion. Motion passed.

Agenda Items Discussed:

- Financial report given by M. Griffin
- Board members were welcomed during on site visit to the campus
- High standards of student achievement were emphasized
- Parents are pleased about the new middle school
- Ellington mentioned parents moving to the area and researching CCSE CK approach
- Update given regarding TCAP scores. No official analysis has been completed.
- Board emphasized the goal is not to teach to the TCAP, but focus on teaching to educate the whole child
- Teacher of the year and Chairman awards
- Draft Strategic Plan
- Leadership Consultant Dr. S. Jones did excellent job with staff. Staff would like a Part 2
- Next board meeting date

Harrison moved for an adjournment of the meeting at 1:38 PM. Brown second the motion. Motion passed.

Submitted by: 

Date: 9-20-14



Chattanooga Charter School of Excellence

Board of Directors Meeting
Saturday, October 5, 2013

Founder/
Executive Director:

Marcia Griffin

Meeting called to order at 10:00am

In attendance: Harrison, Ellington, Brown, Butler, Tyndale, Griffin, Huskins, Krehl

Board of Directors:

Ruel Harrison
Chair

1. Butler moved to approve board minutes from the July 27 meeting. Ellington approved. Motion passed.

Lucien Ellington
Vice Chair

2. Discussion items:

Renee Krehl
Secretary

- Professional Development-Aug. 1 & 2
- First weeks of school report:
- Welcome to new Board member Pauline Tyndale
- New teachers & interventionists mentoring plan
- Core Knowledge curriculum training
- Effective use of professional development Wednesdays
- Technology report-computers, interior cameras, telephones, intercom system
- Transportation report-bus loading at dismissal, car riders traffic
- Teacher Assessments
- Bright School Partnership
- CCSE Board Protocol (chain of command)
- Auditor report

Laurence Brown
Treasurer

Cliff Butler
Business Liaison

Butler moved to adjourn meeting at 12:10pm. Brown second the motion. Motion passed.

5-31-14

Submitted by:

5600 Brainerd Road, Suite A-24

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Chattanooga Charter School of Excellence

Minutes
Board of Directors Meeting
July 27, 2013

Meeting was called to order at 10:20 AM.

Founder/
Executive Director:

Marcia Griffin

Present were Ruel Harrison, Cliff Butler, Larry Brown, Lucien Ellington and Marcia Griffin, Renee Krehl, Pauline Tyndale. Headmistress Jennifer Huskins was absent due to surgery.

Board of Directors:

Discussion Items:

Ruel Harrison
Chair

Lucien Ellington
Vice Chair

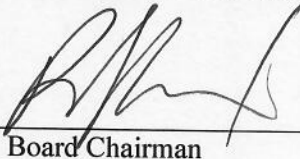
Renee Krehl
Secretary

Laurence Brown
Treasurer

Cliff Butler
Business Liaison

- Budget was presented for approval. Butler moved to approve the budget. Brown second the motion. Motion passed.
- Restricted funds set aside for future expansion
- Cost of build out for Willow Street location
- School will receive technology grant
- Open house timeline for Willow Street
- Uniforms
- Bus pick-up and drop-off procedures
- Staff turnover
- Adding Interventionists positions for 2013-2014
- Adding Community Outreach and Student Support position
- Provide bonus incentives for high performing staff
- TCAP results
- Health insurance plan negotiation
- Food service contract approved
- Board voted to accept resignation of Renee Krehl from the Board and accepted Pauline Tyndale on the Board to replace her. Brown offered the motion. Ellington second. Motion passed.
- Krehl was offered a position at the school

Butler moved to adjourn meeting at 1:12 pm. Ellington second the motion. Motion passed.


Board Chairman

10-5-13

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CCSE Board Meeting
Minutes for 12-14-2011

Members and interested parties present: Ruel Harrison, Lucien Ellington, Larry Brown, Mrs. Porter, Cliff Butler, and Marcia Griffin.

Harrison moved to approve minutes from August board meeting. Ellington second the motion. Board approved minutes from August meeting.

The ribbon cutting ceremony will be re-scheduled. There will be a school festival in the spring which might be combined with an opening. Members discussed the possibility of a committee appointed for the festival with a board representative.

Reading Room, top priority is to re-stock the reading room, which is now not being used, with books that mirror the Core Knowledge Curriculum. The goal is that the reading room will be stocked with books that are related to the K-2 curriculum by early 2012. CK books for grade 3 will begin to be acquired in February. Ellington volunteered to help with book acquisition process.

Harrison asked about the After School Program. M. Griffin indicated it is going well. Harrison asked about visitors' procedures and Griffin indicated that the system is working and the front door is now secured.

Griffin requested and the board approved a change from John Champagne Bus Service to Durham because of the mechanical reliability of the buses effective January 2012. Effective January if parents are not at their child's stop or an alternate stop two times and if the child is not picked up on time, the child will not be allowed to ride the bus the rest of the school year due to safety concerns.

Enrollment projections for kindergarten are already at 50. CCSE is now classified by HCDE as a Magnet School. If a child chooses CCSE and wishes to transfer to another HCDE school he/she cannot transfer to another HCDE School during the school year. Extensive discussion followed about one child who has acted violently toward students and teachers and who is on the verge of facing Zero Tolerance.

Mr. Gutierrez and Mrs. Kelly have been hired to teach Spanish and Kindergarten. Ms. White resigned from her teaching position shortly after fall break.

On January 5 and 6 there will be two professional development days to complete mapping the Core Knowledge curriculum. The week of January 16th, Core Knowledge staff members are coming down to assess implementation of the curriculum. Alice Wiggins, the CK director of in-service, was involved in the discussions and planning for the second visit and will come to Chattanooga.



Board Signature, Date

CCSE Board Meeting,

August 11, 2011

Meeting called to order at 2:03pm

Members and interested parties present Ruel Harrison, Cliff Butler, Larry Brown, Lucien Ellington, Rosemary Porter, Marcia Griffin

Harrison moved to approved minutes of May board meeting. Ellington second.

Board voted unanimously to appoint Ms. Porter as the parent representative on the Board.

Discussion of Opening Day

Chair mentioned that despite minor glitches, August 10 opening went well. Other comments about opening day were very positive as well. M. Griffin thinks that probably a teacher's assistant is needed. Count yesterday was 155 and today the count is 160. The expectation was 125 and families are still coming.

Brown discussed budget and stated that we are well above our breakeven point of 125. M. Griffin agreed.

Core Knowledge Reading Program.

Ellington was informed second grade CK materials are available through CK Foundation and he was sent a price list. CK President also sent a list of books for the reading room for K-2. Ellington distributed it to the headmistress and board chair. Brown suggested that the book list the CK Foundation sent be distributed to other board members so they can help to get donations for books. Question was raised about the amount of money available now for stocking reading room. M. Griffin mentioned that we would use the money from the grant.

Fund Raising

Butler advocated the establishment of donation link on school web site. This was favorably received. Because J. Huskins was working in the school during board meeting, fund raising issue was deferred until she could be present because of her many ideas. The web master who sets up the Pay Pal option should also make sure that donors know if they would like to contribute money to a particular program they should specify.

Ribbon Cutting Ceremony

A date in the late fall will be selected for the opening and when the date it was selected, Butler proposed that the governor be invited because of his interest in charter schools. The proposal was favorably received. Butler agreed to have major responsibility for working on the ceremony and

Ellington volunteered to draft a letter that the founder and board would send to invite the governor. It was agreed that there were good arguments for hosting the ceremony during the week or possibly on a weekend day.

Where do we go from here?

Ellington mentioned the importance of making sure early that teachers knew that the dress code is important and should be enforced. Brown asked if communication that had been distributed to parents about dress code, pick up times, taking children out of school etc. Parents must be clear on the importance of correct uniforms. Butler talked about building security of the school site. Also visitor passes need to be systematized. Currently mall security is in place. Brown and Ellington both had positive reactions to what they observed in the classrooms as they walked through the school on 8-11. Aftercare plans are in the works, and three staff members have expressed interest in serving in the program. Harrison asserted that he wanted to ensure that faculty and staff are adhering to the CK philosophy and working on effectively teaching and maintaining discipline. Monitoring, particularly by the headmistress needs to occur, especially for new teachers. The logistics of parent pick up need refining.

Meeting adjourned at 4:20pm.

Minutes approved by:

Ruel Harrison
Board Member

12-14-11
Date

CCSE Board Minutes

May 23, 2011

I. CALL TO ORDER

- Board Meeting called to order at 4:06 pm

II. WELCOME AND INTRODUCTIONS

- In attendance: Ruel Harrison, Larry Brown, Cliff Butler, and Lucien Ellington, Renee Krehl, Marcia Griffin, Jennifer Huskins

III. AGENDA ITEMS

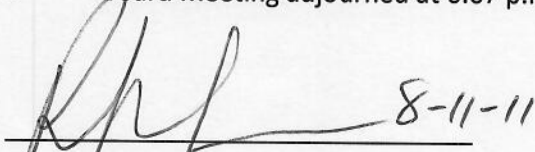
- Harrison moved to approve minutes of April meeting, Krehl second the motion
- Board unanimously voted to approve new Board members, Dr. Lucien Ellington (professor at UTC, and expert in Core Knowledge curriculum) and also Cliff Butler (realtor and businessman)
- Ellington will fill the Vice Chair position
- State Senate voted for open enrollment for charter schools and also 10 equal payments
- Interviews for candidates: December, April, & May
- Core Knowledge training 1 week in summer
- In contact with Core Knowledge Foundation regarding materials and personnel
- Projection: By mid June facility will be complete, tours are available to view progress. Currently in phase 1 of construction. Saved \$1.2 million on rent over the term of the lease.
- Approximately 60 students are currently enrolled
- Advertising: Bus advertisement quote- 2 bus ads will cost \$175 per month per bus. Fairway allowing us to use artwork for bus advertising. Check on PSA press release for radio advertising. Create email list in neighborhood communities. Bethlehem Center, Sierra Club, and Donut and Friends. St. Elmo Association, Channel 3, Family Dollar, and Big Lots are possible contacts.
- Meals: Vendor Preferred Meals will bid on food service contract. They offer pre-packaged meals, freezer, fridge, convection oven. Executive Director will seek out other vendors. Bid will be placed in Times Free Press.
- Transportation: quote \$225 per bus per day (\$80,000).
- Teachers report to school 8/1/11, students report 8/10/11
- Volunteering: requesting Board Members to volunteer as well

CCSE Board Minutes
May 23, 2011

- Educational Outfitters: Board members get discounted rate on blazers for school opening day (colors navy and red)
- Discussed dress code for teachers
- Fundraising Ideas: \$ 50,000 expansion this summer. Art Show April 19, 2012, Gala Night, Box Tops for Education (Planet Green), printer cartridges for soup, Donors Choose, music fundraiser, Leader Launch, Animal Golf Tournament Coupon Book, Craig's list donations, Life Touch pictures, Allied Arts, banners from local business sponsors, family night, Raceway Gas Stations, Face It picture t-shirts, pay for dress down days, honor roll dress down, carnival at school
- Areas of service: create list of service areas, press release correspondence, link university and school, publicity committee, community relations
- Board Meetings: 4 meeting per year according to by-laws. Board training every year (possible retreat).
- Parents will receive update on buses

IV. BOARD ADJOURNMENT

- Board Meeting adjourned at 6:07 p.m.


Board Chair Approval, Date

CCSE Board Meeting Minutes

April 20, 2011

I. CALL TO ORDER

- Board Meeting called to order at 11:28 a.m. by Ruel Harrison, Board Chairperson.

II. WELCOME AND INTRODUCTIONS

- All Board Members are in attendance – Ruel Harrison (Chair), Larry Brown (Treasurer), Pauline Tyndale (Secretary). Executive Director (Marcia Griffin) also in attendance.

III. AGENDA ITEMS

A. Where are we to-date?

- Discussions took place about the transition from founding board to governing board
- Currently have 3 governing board members but will recruit 2 more
- Secured lease with Eastgate, 21,000 sq ft facility (old YMCA)
- In phase 1 of construction, expanding classrooms for a total of 9
- \$30,000 construction budget; waiting on estimate from Sean Kinnen. Paul gave update on final drawings which may not meet the deadline; there is a 17 day turn around on the approval from fire marshal
- Radio marketing: Advertised school on radio and answered questions for 20 minute radio session
- Television marketing: Will be on television marketing school

B. Readiness for opening day---August 1/August 15

- School opens August 10, 2011, teachers report August 1, 2011
- Considering leasing furniture short term in order to focus on staff development
- All computers will be Macintosh, quote received
- Items still needed: promethean boards, furniture, phone, internet(remote)
- All classrooms need to be retrofit for outlets

C. Staffing-Staff Development-School Leadership

- Six teachers have been hired, which includes 5 classroom teachers and 1 physical education teacher who will also assist with pull-outs; all teachers are certified and highly qualified. There are currently 2 teaching assistants.
- CCSE is partnering with the local university(UTC) for student teachers: Possible contacts include: 1)Southern Adventist 2)Headmistress contacts
- \$66,000 estimate for 4-5 day professional development
- Ruel Harrison (Board Chairperson) will conduct 45min -1hr workshop for staff development at no charge

CCSE Board Meeting Minutes

April 20, 2011

- The centerpiece of staff development will occur each Wednesday for a 2 hour block when school commences

D. Funding/Financial Report-overview

- Discussed the \$600,000 grant- to be used for staff development, books, travel, up to 3 months of personnel payroll, instructional materials, etc.
- Marcia Griffin (Executive Director) will continue to solicit more grants that will provide additional funding, deadline is in a couple of weeks
- Discussed current budget of the school
- Big ticket item is transportation but will continue to look for outside vendor
- Denied for \$20,000 grant because school not open yet

E. Projections/Anticipations-discussion

- Bilingual/foreign language and possible music program for K-2 (i.e. Spanish, French)- incorporate into teacher planning times (delegate to headmistress)
- Anticipating 140 students, currently CCSE has 40 student applications on file

F. Date for Next Board meeting

- Upcoming board meeting TBA
- Frequency of board meetings
 - Board will meet once per quarter

IV. OTHER BUSINESS

- None

V. BOARD ADJOURNMENT

- Board Meeting adjourned at 1:31 p.m.

 5-13-11
Board Chair Approval, Date