



**CCSJ Charter Authority
Meeting Minutes
Grutka Conference Center, 2 December 2024, 2:30p**

Dr. Rodriguez called the meeting to order at 2:30p on December 2nd.

Ms. Levinson moved to accept the agenda as submitted, Mr. Hunter seconded. The agenda was accepted as submitted unanimously.

A modification to the prior minutes was requested, correcting PDE to PD (professional development). Mr. Hunter moved to approve modified minutes. Ms. Levinson seconded. Revised minutes were passed unanimously.

Dr. Rodriguez read the public meeting notice into the minutes.

Executive Director Dr. Hutton noted that she attended the NACSA Conference attended in October and indicated it was a fruitful experience. She suggested that CCSJ Charter Authority has more work to do, but left the conference feeling affirmed that all the work being done is moving in the right direction.

Dr. Hutton noted that she submitted the Annual Report to the appropriate state entities. We are now in compliance with all reporting. She indicated it was a good opportunity to review the State Code.

Dr. Rodriguez commended Dr. Hutton for her timely and thorough submission. Ms. Levinson echoed this.

Dr. Hutton indicated that dashboards were completed and provided to both charter schools. The HAST site visit occurred on November 14th. The team met with stakeholders. Dr. Hutton is working with school leadership to provide student mentors from the CCSJ Honor Society.

Dr. Hutton indicated that Thea Bowman is doing moderately well. She expects the overall score to decline as more data becomes available, however. The Charter Authority team made a site visit on November 18th. They met with stakeholders. Dr. Hutton noted that TBLA has an unacceptable ratio of licensed teachers (only 50%). She indicated that substitutes are being paid as regular teachers. Dr. Hutton noted that TBLA is making progress toward correcting these issues.

Dr. Rodriguez asked how CCSJ's T2T program is intersecting with the schools. Dr. Hutton indicated Dr. Egan was working on this. Dr. Hutton is also establishing links between the CCSJ

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Career Services Office and the charter schools. She further indicated that Thea Bowman requested two faculty members for professional development regarding academic outcomes. Dr. Rodriguez asked about charter students visiting campus. Dr. Hutton indicated that groups from both schools are attending events at CCSJ.

Dr. Rodriguez asked about ratings on the dashboards. Dr. Hutton noted that a 3.5 scale is used. Dr. Rodriguez noted HAST is doing well and Thea Bowman exhibits an opportunity to improve. Ms. Levinson asked about the construction at Thea Bowman. Dr. Hutton indicated that they are behind schedule and over budget.

Ms. Levinson asked about the ratio of licensed/unlicensed teachers at HAST. Dr. Hutton indicated that levels were not where they should be. Dr. Rodriguez indicated that this was a regional problem.

Dr. Rodriguez asked what else the Board might be able to do to assist in serving the Charter Authority. Dr. Hutton indicated that attending next year's conference might be helpful, but that beyond this, the Board was providing all the support needed.

Dr. Rodriguez asked what plans existed to grow the Charter Authority's portfolio. Dr. Hutton indicated that region charter schools will start to see the value in a local partner.

Dr. Rodriguez read a resolution regarding application for credit cards for both Dr. Hutton and Mrs. Miskus (CCSJ Charter Authority Treasurer). Ms. Levinson moved to approve, Mr. Hunter seconded. Motion to approve application for credit cards passed unanimously.

No public was present.

The next meeting was planned for March 17, 2025, at 2:00p.

The meeting adjourned at 3:03p.