

Caldwell Academy  
Board Meeting Minutes  
March 20, 2012

Present: David Robinson, Bret Grieves, Dino Page, Ronny Bell, Dan Powers, Laura Holley, Kristin Carlock, Patty Crossley, Jane Perez, Tim Towery, Mark Guthrie Absent: David Stevens

- I. Tim opened meeting with prayer.
- II. Board reviewed minutes from February 28 board meeting. Bret moved to approve, Kristin seconded, Board approved unanimously.
- III. Board reviewed February financial statements; Jane move to approve; Dino seconded, Board approved unanimously.
- IV. Discussed HoS proposal for Service Hours Requirement for Graduation (to replace Volunteer Requirement for Graduation):  
*Each candidate for graduation from Caldwell Academy must complete 25 service hours for each academic year completed at the Rhetoric level.* Dan moved to approve; Laura seconded; Board approved unanimously.
- V. Kristin summarized Survey of Board Retreat and Roundtable conference. Suggestion made for 2-3 board members to plan semi-annual retreats. Kristin will email reminder to board.
- VI. Joe Curlott and Lisa Talavera presented information on Capital Campaign Feasibility study. Follow up meeting with certain board members will be scheduled to review Student Center proposal prior to Board presentation. Lisa and Joe will then bring back cost estimate of Student Center for possible inclusion in Feasibility Study.

VII. Mark gave HoS report.

VIII. Discussed HoS proposal for Nepotism policy:

In order to avoid a potential conflict of interest, a board member **or the spouse of a Board member** of Caldwell Academy shall not be employed as a paid staff member. ~~Exceptions may be made by the Head of School and Board Chair. He or she may serve as a substitute.~~ A faculty or staff member of the school cannot be in direct supervision of a relative. ~~A relative of a board member can apply for and subsequently be hired by the school if 1) the board member has no say if discussion of this person is brought before the board; and 2) the board member has no say in the dismissal of this person.~~ **Note: This policy is effective beginning March 1, 2012. Board members or spouses of Board members employed by Caldwell Academy**

before that date may continue their employment.

Jane moved to approve; Kristin seconded; Board approved with one negative vote.

IX. Discussed HoS proposal for Independent Study:

*In the event that a class is not offered, but a student needs a course to move forward in their academic experience, an independent study may be approved. Course outlines for all such classes must be submitted to the appropriate principal for approval. The principal will approve independent study courses based on the following criteria:*

- *Credibility of course instructor (live or online)*
- *Course objectives meet Caldwell Academy standards*
- *Thorough review of course materials (textbooks, workbooks, projects, etc.)*
- *Appropriate number of contact hours for half and full credit courses*
- *Appropriate rigor of the course offered*
- *Inclusion of a comprehensive final exam*

Bret moved to approve; Dino seconded; Board approved with 3 negative votes.

X. Discussed HoS proposal for Curriculum Requirements. Vote tabled to future meeting.

XI. Mark closed meeting in prayer.