

## Imagine Classical Academy Indigo Ranch

6464 Peterson Colorado Springs, CO 80923

Where students are classically trained, culturally literate, and globally prepared.

### Board Meeting – March 18, 2019 - Room 209

The mission of the Imagine Classical Academy at Indigo Ranch is to positively shape the hearts and minds of our students by providing them with an academically rigorous and content rich curriculum, a learning environment of high expectations for student achievement in which character is modeled and promoted within a collaborative community based on trusting relationships.

The Board shall use the Mission, the Motto and the Six Measures of Excellence (Shared Values, Parent Choice, Academic Growth, Character Education, Economic Sustainability, and School Development) as the filter for all decision making.

1. Call to Order (6:04pm) –
2. Roll Call – Chris Dempsey, Jen Reishus, Brandon Henry. Also present: Dan Speer & Valerie OBrien
3. Pledge of Allegiance -
4. Mission Statement -
5. Approval of Board Agenda (6:05pm) – Jen Reishus motioned to approve the board agenda as presented. Brandon Henry seconded the motion. Chris asked to strike item 13K FY20 Initial Budget till the next meeting. Therefore items L&M will shift up. Will also remove action item 15D 2019-2020 School Calendar. Brandon Henry motioned to approve the agenda as amended. Jen Reishus second the motion. Motion passes 3-0.
6. Approval of February 28, March 1, 3 and 5, 2019 Board Meeting Minutes (6:07pm) Brandon Henry motion to approve the board meeting minutes as presented, Jen Reishus second the motion. Motion passes 3-0.
7. Comments from the Public (6:08pm) – Tina Stevens presented plaid options for the uniform from French Toast. The board has decided to keep red polo shirts as an option for the dress code; therefore there will be two plaid options that families can pick from through French Toast. The uniform will include khaki, black & navy bottoms as well as optional blazers, black pants, black polos, ties with button down shirts (long or short) and plaid skirts or jumpers. Tina will notify French Toast that they are approved and the store will be up and running on the 20<sup>th</sup>.
8. PTO Update (6:13pm) Chelley Bresnahan presented that there will be 2 different companies handling spirit wear for the PTO. One will be more traditional and the other offer more boutique type specialty items. One vendor is from Missouri and she is coming here tomorrow to meet with the PTO to show the items. There will be items to show at the next open house as well. Skate City Night had to be canceled due to the snow day last week. Unfortunately, there are no other dates available to reschedule. There will be a BOGO Scholastic Book fair the week of April 8<sup>th</sup> – 12<sup>th</sup>, Mod Pizza night is coming up, April 25 will be bingo night at the school. The general PTO meeting will be on the April 30<sup>th</sup> and PTO is planning to attend Kindergarten roundup on the April 8<sup>th</sup>.
9. SAC Update (6:18pm) - Gabe Cardenas attended the DACC meeting at the district, as well as the MLO meeting prior. He said it was eye opening to see the process and what is exactly required of the SAC to insure approving MLO at the district level. The next DACC meeting is April 15th. In addition he reported that the SAC reviewed the UIP and approved it. Gabe will inquire about the 2<sup>nd</sup> portion of the MLO funds at that meeting.
10. Board Dashboard/Principal Report (6:22pm) – The school had 3 snow days last week so conferences were moved to April 26<sup>th</sup> so that teachers can do a check in with parents and discuss requesting teachers etc. Therefore the teacher training that had been planned for April 26<sup>th</sup> will be canceled. Current enrollment is at the equivalent of 653.58 FTE (696 actual) so we have gone down almost 10 students. We are showing 650 returning next year with 135 acceptance letters have been sent out for new students. Marcia is cautioned that the entire 650 probably will not return but the numbers are looking strong at this point. Right now the biggest waitlist is in kinder. Dan also noted that we have worked on creating a system of tracking data for writing and looking at areas of strengths and weaknesses.

11. Treasurer/Business Manager Report on Trend (6:27pm) – Jen noted that the school has received \$38,500 from the district for MLO funds recently. Waiting for reimbursement of \$24k for ELPA funding. Preschool finances will be separate on different budgets and financial reports beginning July 2019 once the new operating agreement is signed.
12. Imagine Schools Inc. Regional Report (6:29pm) – Nancy Box reported that instructional classroom visits happened the day following the last board meeting in February. Scott and Dan received additional feedback from the instruction observations; they looked at depth of questioning and saw some well-planned guided reading happening in middle school classrooms as well as improved writing processes. Chris asked about the formal observations for the end of the year. He feels that Scott should not be focusing his time on evaluating the Imagine staff. It may be valuable to have a discussion on feedback but not his job to sit in each classroom on behalf of Imagine. Nancy will discuss this with Scott tomorrow when she visits the school for additional instructional observations.
13. Discussion Items
  - a. Count Day Raffle – The Board is considering holding a count day raffle, all students enrolled on count day would receive a raffle ticket. The winning ticket would win a vacation. Chris is not sure if a count day raffle is legal but will get with the legal team to discuss. PTO could also possibly sponsor the raffle. Chelley is checking to see if we could go the donation route for this to avoid legal issues.
  - b. Fundraising
    - i. Scoreboards – PTO has a list of companies interested in sponsoring items, such as big ticket items like the scoreboard etc. Some are large sports related companies as well as local sporting groups that may be able to provide other smaller ticket items. Chris will find out legal issues and if a foundation would need to be set up for this type of sponsorship.
    - ii. Equipment – Robert Mery is providing a list of supplies that will be needed for the new sports program.
  - c. Preschool Operating Agreement Status
    - i. Eric Hall is working on writing the new preschool operating agreement. Our current agreement will stand until the school formally changes the name to Grand Peak Academy on July 1<sup>st</sup>. At that time a percentage of revenue will be added to the agreement.
  - d. Status of Staff Employment Acceptance (6:42pm) – All staff that were offered positions for Grand Peak Academy have accepted as of today.
  - e. 1<sup>st</sup> Reading of the Board Policy Manual (6:43pm) – Chris has reviewed the entire manual, Mike has reviewed about  $\frac{3}{4}$  and Jen has reviewed all comments. There are some formatting changes and minor issues that were corrected. Chris would like employee sections to say “see employee handbook” and attach it so there is only one manual to manage and update. Six measures of excellence is owned by Imagine, therefore we will change to “Plans for Success” which will reflect academic, economic sustainability and character.
  - f. Status of Employee Manual (6:49pm) – Valerie reported that the school has contracted with Guardian HR which is an HR and Employment Law Consulting Service. She has started the process to have them create the new employee manual. This will take approx. 8 weeks to complete and should be ready in time for the new hires that will start July 1<sup>st</sup>.
  - g. Status of Parent/Student Handbook – Jen reported that she talked with Chelsea today about the handbook and Chelsea needs the approved calendar and uniform policy. She will probably need carpool procedure specifics for the new building as well so that she can avoid having to change the handbook after we move. Chris suggested getting in touch with the architects to determine how queuing works. Most of the other policies will not change and can transfer over.
  - h. 1<sup>st</sup> Reading of the Uniform Policy – Brandon Henry suggested including grey pants or shorts. Stephanie Pontius pointed out that there are so many grey options it might be hard to enforce. Brandon recommended looking at French Toast for a grey option and only allowing that option. Dan mentioned that 5-8<sup>th</sup> is allowed to wear any color polo shirt next year. All grades will be allowed to wear spirit wear daily, including hoodies. Sock tights and leggings must be a solid color in coordinating approved school colors. Leggings are not to be worn as pants; they can be worn under the skirts. Black, Navy, grey or khaki pants for girls and boys each.
  - i. 2<sup>nd</sup> Reading of the BoD/PTO/SAC Communications Agreement (7:13) - No comments or changes for the agreement

- j. 2<sup>nd</sup> Reading of Section 4.8 of the Board Policy Manual (7:13pm) – The policy names the following positions as leadership roles with specific minimum hiring requirements: Assistant Principal, Instructional Coach & Business Manager. The policy also lists highly qualified requirements for teachers as holding a BA and successfully completing the PRAXIS test. It was noted that a counselor does not fall under the 3 main hires listing in this manual.
- k. FY20 Initial Budget - Deleted
- l. 2019-2020 School Calendar - Deleted
- m. Principal/Pre-K Director Annual Evaluation Status – Chris Dempsey reminded staff to complete the Principal evaluation

14. Vote to Adjourn to Executive Session (7:23pm)

- C.R.S. § 24-6-402(4)(e) Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations and instructing negotiators, except that discussion of negotiations relating to collective bargaining or employment contracts shall occur in a public meeting, unless an executive session is otherwise allowed.

15. Action Items (7:44pm)

- a. Anything from Executive Session Requiring a Vote - None
- b. BoD/PTO/SAC Communications Agreement - Brandon motioned to approve the agreement as presented. Jen Reishus seconded the motion. Motion approves 3-0.
- c. Section 4.8 of the Board Policy Manual Professional Support positions – Brandon Henry motioned to approve the policy as presented. Jen Reishus seconded the motion. Motion approved 3-0.
- d. 2019-2020 School Calendar - deleted

16. Board Member Communication

- a. Character Council Representatives next year – Chris noted that the board would like to invite some or all of the Character Council Representatives to board meetings next year so that they can be involved and have a say in the process. This allows them to see how the process works and allows the board to hear from the students.
- b. GPA Update
  - i. Furniture
    - 1. Lockers -
  - ii. Finishes – There will be carpet in classrooms, epoxy in bathrooms, polished concrete in the hallways and two (2) white boards in each classroom. Will have a trophy cabinet at the entrance.
- c. Board Training Status (7:51) – Brandon Henry has completed all of the board training modules, therefore we have met another district requirement
  - i. Policy 7.19 Primary/Pre-Primary Education - Awaiting Governor Polis decision (have had 2 readings and is ready for approval)

17. Other Business - None

18. Adjournment (7:52pm)

**PARTICIPATION IN MEETINGS:**

*Board meetings are generally a time for the Board to hear from the Principal, other senior administration representatives, and those who are scheduled to make presentations on selected topics. Colorado law prohibits the Board from discussing public business other than during public meetings or executive sessions (see below). Therefore, these public sessions are working sessions of the Board that are intended to provide interaction between Board members and administration in an effort to reach decisions on a wide variety of issues. With rare exception, these meetings are not the best place for initial discussion to take place. New initiatives or proposals should typically be discussed first with administration and a formal proposal prepared for presentation at a time when the item can be scheduled on the agenda. Nevertheless, there are times when the Board is discussing a proposal that certain individuals attending the meeting can provide valuable insight, expertise and perspective to assist the Board in making wise and well-informed decisions. Generally, those involved in bringing forth an idea, and those*

most active in the process of researching and presenting a proposal, will be the ones most likely to be called upon for input during the Board's discussion. In addition, senior administration officials and representatives from other active task forces will be relied upon for their perspective concerning a particular proposal and the impact it will have on various constituencies.

#### **OPEN FORUM/COMMENTS FROM THE PUBLIC:**

All regular and special meetings of the Board shall be open to the public. The Board welcomes and appreciates comments on school operations and programs within the school. Open forum time shall be scheduled during board meetings, except at work sessions, for brief comments and questions from the public. A sign-up sheet will be available for individuals at the beginning of the school board meeting. The Board shall limit the length of public participation to thirty minutes and a time limit for individual speakers of three minutes.

Members of the public wishing to make formal presentations before the Board must notify the Board Secretary fourteen days prior to the Board meeting date and receive approval from the Board president.

During open forum, comments and questions at a regular meeting may deal with any topic related to the Board's conduct of the schools. Comments at special meetings are limited to topics on the agenda.

Speakers are asked to make comments in a respectful and orderly manner. Personal complaints against any individuals connected with the school system are prohibited. Open meeting forum is not a time to discuss students, staff, or parents by name.

The Board president shall be responsible for recognizing all speakers, maintaining proper order and adherence to time limits. Follow-up action items may be assigned to the appropriate personnel depending on the nature of the comments. The Board may or may not choose to address comments or questions during this time. Members of the public will not be recognized by the president during Board meetings except as noted in this policy.

In addition to public participation time during Board meetings, the Board is committed to engaging members of the community on an ongoing basis regarding community values about education. The public may contact the Board of Directors by phone, letter or via email through the school website at any time.

#### **OTHER VENUES FOR IDEAS AND SUGGESTIONS:**

New ideas and suggestions are often best handled by contacting the administration. In addition, there are a number of other venues where interested individuals are encouraged to bring forth ideas and suggestions. These include, but are not limited to, Student Character Council; Parents Teachers Organizations (PTOs), Town Hall Meetings, Principal's Coffees, regularly scheduled parent meetings, and various Task Forces. Proposals which are brought forth through groups such as these, in close cooperation with the administration, are typically organized in a manner that make them easier for the Board to properly consider them and make well-informed decisions.

#### **EXECUTIVE SESSIONS:**

While the law requires that most Board meetings be open to the public, the Board may meet in a private, "executive" session to consider the following types of matters: (i) purchase or sale of real estate; (ii) conferences with an attorney for the purpose of receiving legal advice; (iii) matters required to be kept confidential by federal or state laws or regulations; (iv) specialized details of security arrangements or investigations; (v) determination of positions relative to contract negotiations; (vi) personnel matters; (vii) consideration of documents protected by the Open Records Act; and (viii) discussion of most individual student matters.