

Imagine Classical Academy Indigo Ranch

6464 Peterson Colorado Springs, CO 80923

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

November Regular Board Meeting

6 P.M.

November 26, 2018 - 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 (6:03pm)
2. Roll Call (6:03pm) – Chris Dempsey, Mike Phillipich, Jen Reishus, Brandon Henry, Stephen Teague. Also present: Monte Lange, Nancy Box, Frank Fowler, Scott Hunter, Dan Speer, Valerie O'Brien
3. Pledge of Allegiance (6:04pm)
4. Mission Statement (6:04pm)
5. Approval of November Board Meeting Agenda (6:04pm) – Brandon Henry motioned to approve the November agenda as presented, Stephen Teague seconded the motion. Michael Phillipich would like to add discussion item M to discuss generic hiring policies for next school year. Brandon motioned to approve the Agenda with the changes presented. Stephen Teague seconded the motion. Motion passed 5-0
6. Approval of October 29 Board Meeting Minutes (6:06pm) – Stephen Teague motioned to approve the meeting minutes as presented, Michael Phillipich seconded the motion. Motion passed 5-0
7. Comments from the Public (6:07pm) – Angela Ragsdale, Lucy Nelson and Suzanne Pence were here as teacher representatives and asked if the calendar item could be moved up on the agenda so they would not have to stay so late. Therefore it was moved to Discussion Item A.
8. Treasurer's/Business Manager's Report on Trend (6:08pm) – Valerie reviewed the trend report, noting that ELA funding in the amount of \$24k will be used towards Lexia, ALEKS (4th & 5th) Write Now Right Now and some professional development that has already been paid for. With this new funding we were able to adjust the MLO funding to spend more on chrome books as well as the returning teacher bonus. Also noted that the trend is showing a projected loss of \$46K but that includes a gain for preschool of approx. \$23k, therefore the loss for the big school is projected to be closer to \$70k.
9. Dashboard (Principal's Report) (6:13pm) – Frank reviewed the trends on STAR and CMAS/PARCC testing scores. Discussed significant professional development happening in the school. Dan attended a regional restorative practices training provided by the district. A ThinkCERCA trainer came for one day training. Scott is completing professional learning communities frequently with the staff. Having Dan available for discipline has helped free up Scott for more work with staff development. Frank noted that the district could no longer support the medical oversight for the preschool since it is now a private entity. Therefore we have contracted with an RN company that will oversee nursing and will delegate to the preschool staff. Minor discussion around the need for a new website. Noted that we do not currently need a new website but with the forthcoming new school it requiring the need for a new website for the new school.
10. School Accountability Committee Report (6:28pm) – No update from the SAC, however there will be a special SAC meeting called to adjust the MLO expenditures that shifted as noted above.
11. Regional Report (6:30pm) - Nancy noted that she is working on QSSSA with the staff. It is not meant to evaluate teachers at all but to support leadership and identify strengths and weaknesses. STAR assessments in October were skipped and will be held again in January. Frank and Nancy worked on professional goals and his evaluation this past month. Frank noted that the school received an 89% on the D49 Briefcase, stating that Michele W. at the district said

our school was one of two schools that turned everything in on time. Michael Phillipich asked Monte if MAS500 costs the school extra beyond the 12% indirect costs. Monte confirmed that MAS500 is included in the monthly indirect costs.

12. Discussion Items

- A. 2019-2020 School Calendar (6:38pm) – Will be tabled till the January board meeting waiting on steel to be delivered at the new school to tie down the completion date a little closer before making a formal calendar.
- B. Strategic Planning (6:43pm) – 11 interviews are complete, 3 are remaining. The outcome of the interviews is showing very consistent themes and concerns but nothing alarming at this point. The next step is to facilitate a meeting with board members and staff to discuss how to address the identified concerns and move forward over the next 3-5 years. Possible dates are Dec 8, 12, 19, Jan 9, 16 or 26. Mike will send out a doodle to arrange a time for Frank, Scott, Dan and the Board to meet for the next step.
- C. Waivers (6:51pm) – Frank noted that he sent two versions of waivers to Chris for the board agenda, however the version containing 9 waivers is the most accurate version that should be approved and submitted to the district to pass a resolution. These waivers are attached to the charter contract. Nancy noted that the food waiver was approved previously, Chris would like to include that to this list so that all waivers are approved at the same time and do not expire at different time periods going forward.
- D. Charter Renewal (6:55pm) – There is a date change for the charter renewal meeting. It will now be presented on Dec 13th at 6:30pm at the District building on Woodmen, with the vote being held on Jan 10th. Please review the presentation and provide comments.
- E. Enrollment policy for incoming Kindergarteners (6:57pm) – Frank and Scott had significant discussion about changing the enrollment age for kindergarteners, moving from Oct 1st to 9/15 vs 8/15. Scott would like to find actual data to support how many children this would affect in our current student body.
- F. School Enrollment/Registration Policy 2nd Reading (7:08pm) – Chris questioned why we have free half day kindergarten and wondered why we cannot charge tuition for that half day. Nancy noted that by law we have to offer a part day option because the state provides half day kindergarten for free, since we are offering a tuition based full day, we must also offer the free part day option. However it is highly possible that legislation will be passed in the spring for the state to provide free full day kindergarten, due to the election of Gov Pollis. Funding full day kindergarten is very high on his list of priorities when he takes office in January.
- G. Preschool Enrollment/Registration Policy 2nd Reading (7:17pm) – No discussion items
- H. Board Policy Manual 1st Reading (7:19pm) – Chris has combined all the notes, track changes etc. He has provided a clean copy. Andy Franko asked that the number scheme change not happen, so those changes were removed.
- I. Imagine Schools Proprietary Information/Equipment (7:22pm) – Chris requested to receive the list from Monte by the December meeting, Monte said he will try.
- J. Water Mitigation (7:23pm) – Chris said the repairs do not appear to be over \$250K, so Carl gave approval to schedule the alterations. Proposed fix must fix all concerns raised at the most recent proposal. Approved work must happen pursuant to the lease. Chris asked that Valerie follow up with the contractor to schedule the work.
- K. Copier Lease Proposals (7:25pm) – The school is currently at the end of a 60 month lease on copiers, with a January 2019 expiration date. Therefore, Valerie has been working with three (3) companies to obtain proposals for a new lease. Each of the three bids were reviewed briefly, to include pros and cons with each option.
- L. School Website/Application Bids (7:30pm) – The Board has identified a need for a new website for the new School, Grand Peak Academy. Therefore the school/Board has received bids from from BlueTree Apps, SchoolMessenger and EdisonApp Design. After interviewing the three companies, Chelsea and Stephen Teague determined that BlueTree Apps will not meet the current needs going forward. SchoolMessenger is the Cadillac option, it is high priced but offers many options, some of which are proprietary that the third company cannot offer. Brandon recapped the differences with SchoolMessenger and his program, EdisonApp. The only thing his website cannot do is send info through PowerSchool. He noted that the current dialer is not working, but he has strategies to correct that easily with a different format. SchoolMessenger is all inclusive but very high dollar. Gracee asked if teacher pages could be used on Brandon's website version, which Brandon noted that yes it would be easy to offer that to teachers who wanted that open. Also noted that SchoolMessenger costs \$7500, plus \$650

per month to host the website. Brandon's is \$2500, plus \$100 per month for web hosting for the same services without PowerSchool interface. SchoolMessenger has these abilities because they are considered a preferred vendor of PowerSchool. Dan commented that the instant messenger option is not recommended anyway as a teacher tool. Michael Phillipich mentioned that as a parent he hates having all the extra tools for communication, such as blooms or another messenger platform that SchoolMessenger offers. He feels less is more.

M. Hiring Plans (7:44pm) – Mike wanted to talk about the general approach to putting together an employee manual and hiring policies. Brandon stated that he reached out to the League about requirements for HR and hiring policies. They provided templates and will answer any questions and guide us as needed. Chris mentioned that the board has started to get together job descriptions for next year and the new school. There are specific state statute requirements for the Principal job description. Chris has been working on the benefits selection offerings for next years employees as well. Mike suggested trying to get under the D49 benefits, Chris has talked with Andy Franko concerning benefits and mentioned that JeffCo allows charter schools to get in on their open enrollment. Andy was just concerned that if one school does it, will all of them want to and what are the ramifications. He is willing to discuss it further and Mike and Chris will discuss with the point of contact at the district concerning benefit specifics. Phillipich noted that it is possible to go in on D49 payroll as well. Chris mentioned that the first hire will be the Principal. After that the Principal would be responsible for hiring the staff in the office and then interview and hire the teaching staff. Now that the preschool is private and the school is public, the District does not want the preschool director to report to the public school Principal. Therefore the board will need to hire the Preschool Director directly in the near future per Andy Franko as part of the charter renewal discussions and site visit outcome.

13. Vote to Adjourn to Executive Session (7:54pm) – Michael Phillipich motioned to adjourn to executive session, Brandon seconded the motion. Motion passed 5-0

Executive Session

- **C.R.S. § 24-6-402(4)(e)**
 - (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.

14. Vote to Adjourn from Executive Session (8:29pm)

15. Action Items

- A. Waivers (8:29pm) – Mike Phillipich motioned to pass the resolution for the non auto matice waivers including food service waivers as reflective on 11/26/18. Brandon seconded the motion. Motion passed 5-0.
- B. School Enrollment/Registration Policy (8:32pm) – Tabled till next meeting
- C. Preschool Enrollment/Registration Policy (8:33pm) – Tabled till next meeting
- D. 2019-2020 Calendar – item has been tabled to the January meeting.(8:34pm) – Tabled till next meeting
- E. Copier Lease Proposals (8:35pm) – Brandon motioned to approve the school sign a lease for copiers with Lewan for 60 months. Jen seconded the motion. Motion passed 4-0 with Mike abstaining from the vote because the Lewan sales rep is his neighbor.
- F. School Website/Application (8:37pm) – Tabled till next meeting to gather more information
- G. Anything from Executive Session requiring a vote - None

16. Board Member Communication – Brandon Henry is currently about 1/6th of the way through his mandatory board training modules. Also noted that the business cards for the Board of Directors should be here Wednesday Nov 28th.

17. Other Business - The ESP evaluation has been moved to January for ICA, therefore the boards will move to January as well.

18. Adjournment (8:51pm)

19. Informal Board Self-Assessment (After Meeting Five (5) Minutes)

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:

During each meeting, the Board sets aside a period of time when anyone who wishes to do so may make a brief statement or mini-presentation to the Board on a non-agenda item. The Board will take these comments and suggestions under consideration, but will typically not have adequate time in the schedule or enough information to be able to make a decision or respond during the meeting. The Board may choose to refer such items to the administration for research and the possible future preparation of a recommended course of action to be considered at a later meeting. Open meeting forum is not a time to discuss students, staff, or parents by name.

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.