



Animas High School Board of Director Meeting Minutes 9.27.17

I. Board Members Present/Absent

Board Member	Present	Absent
Ann Laffaye	x	
Jeff King	x	
Christina Knoell		x
Linda Fitts-Liberman	x	
Mary Polino	x	
Colleen Dunning	x	

Staff: Sean Woytek, Libby Cowles, Christine Imming, Ashley Hein

II. Preliminaries (5:30-5:33)

- Call to Order
- Adoption of the Agenda –

Recommendation: That the Board adopts the agenda as presented (and/or amended).

III. Adoption of Consent Items (5:33-5:35)

(Consent items are placed in the consent portion of the agenda. If Board members have any questions concerning these items, they should be directed to the President of the Board or Head of School prior to the board meeting. If discussion is required on any one of the items, it may be removed from the consent agenda.)

Consent Items:

*Board Strategic Planning Meeting Minutes 7.17 prepared by Linda Fitts-Liberman

IV. Public Participation and Correspondence (5:35 - 5:35)

(This time is set aside for correspondence, comments, and questions from the public. There is a 3 minute time limit per person.)

V. Discussion Items

- A. *Audit presentation by Lori Hendrick - Christine Imming*

- **Motion made by Linda Fitts-Liberman that the Animas High School Board approve the audit as presented.**
- **Motion was seconded by Jeff King and approved unanimously**

B. Fund Raising Review and Update – Ashley Hein

- FR last year was not as successful as we had hoped. What didn't work - (changing Fall Friendraiser to Osprey games, which was fun, but did not prove as successful as hoped) - Ashley was busy working on big deal
- 3-pronged approach :
 - 1. FR in fall (November 15, Ashley will be in touch with BODs about how we can/should support this, our main, fundraising event
 - 2. FR in spring (student-led), changing back to Fall Fundraiser and Silent Auction,
 - Annual Appeal (blanket appeal), Colorado Gives Day
- Support an Osprey Program did not launch as hoped in January.

C. Financial Update (including Budget & FSWB Loan) – Christine

- Our loan ballooned last April, over the summer one of our Building Corp members signed a loan extension. We have a loan and another balloon payment that is due November 2018, trigger date June 2018 when we must confirm with Twin Buttes what our long term plan is, October 2020 is our final date with Twin Buttes.
- We are trying to get info from 1st SW Bank to know what deliverables are next June, they have not been specific about their expectations on what needs to be in plan to keep loan in place. What we're learning is that there are new personnel at the bank with new expectations. We are evaluating options.
- Combined facilities committee with Building Corp. Committee, which now has insurance and is a certified 501(c)(3)
- 250 is final student count - we budgeted for 279 - this places us with a deficit in our budget
- In audit, CDE is requiring that we return money from incorrect student counts in previous years, we counted it as "Prior Year Adjustment" in budget and we have the funds from those years.

D. HOS Update (including Enrollment) – Sean

- Senior class, started with 94, ended up with 42.
 - (1 senior is on foreign exchange, 3 seniors, 1 junior with Gateway Program, 11 seniors left between last year and this year (25%) this is higher than normal)
- The rest of school numbers look good. 9th to 10 is 100%,
- Right size may need to be recalculated, 23% of total high school enrollment is unrealistic.

- Our retention rate is very good. Ann asked about named retention vs growth. What can we really attract and retain?? Determine that number and build budget based on that.
- Imperative to right size before we begin building so that we don't overbuild.
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- **Mary Polino made motion that the AHS Board of directors approves the staff and administration of Animas High School to give assessments on computers rather than in paper.**
- **The motion was seconded by Jeff King and approved unanimously.**

E. *Strategic Planning Updates –*

- Academics – Linda
 - Linda reported that she attended the Teacher Orientation on August 16 to share efforts from Board's Strategic Planning Retreat and engage teachers in the Academic Goals and Initiatives.
 - Linda has met with Jessica M and will flesh out the template (discussion about difficulty in using the template, Colleen offered to make adjustments to clarify and facilitate usage of template for board members and staff.)
- Culture – Mary
 - Mary reported that Sean has addressed their main goal, which is Staff Professionalism, positive feedback is reported from staff about the emphasis on professionalism and clear expectations.
 - Libby addressed most of the issues in her report
- Facilities – Jeff
 - Building Corp reports to this board, Jeff is liaison, (need accounting and legal expertise on committee) and structure on governance and record-keeping.
 - Need to identify to capacity of current members to be active on that board as it is starting to meet more often, Steve Smith and Christine Imming are staff representatives.
 - Committee members: Mark Williamson, Elise Savastano and Jeff King.
 - Jeff went to Facilities and Governance conference in Denver, met with Colorado Education Commissioner, spoke with finance and construction representatives and people who have built buildings before.
- Top priority for Strategic Plan going forward is to build out deliverables and attach names
- Linda - explore overlap between UIP and CSI Academic Narrative
- Simplify template - Colleen

Motion was made by Jeff King that the Animas High School Board enter into Executive Session at 6:45 pm for the purpose of discussing:

- *Personnel matters (individual employees or groups of employees but not Board members; this provision also does not apply to discussions of personnel policies not personal to particular employees), CRS 24-6-402(4)(f)(I & II)*

- *Libby Cowles, Sean Woytek and Christine Imming were invited to join Executive Session*
- **Motion was seconded by Mary Polino and approved unanimously. Executive Session entered at 6:45 pm**
- **Motion made by Linda Fltts-Liberman to depart Executive Session at 8:28 pm**
- **Motion seconded my Christina Knoel and approved unanimously.**

F. *New Marketing/Communications Committee Presentation- Linda*

- This item was postponed until the November meeting

G. *Review of CSI Renewal Application – Sean*

- Including waivers to statutes with replacement plans
- Determine if we want to do optional items for CSI Renewal
- Our SPF and CARS improved from last year, this may qualify us for an addition of 2 years

Meeting adjourned at 8:38

VI. Future Dates & Agenda Items

- Future Board Meeting Dates

Board Meeting Date	Agenda Items	Agenda Sent (Friday)	Agenda Items Or Handouts to AML (Thursday)
<i>11-Oct-17</i>	<ul style="list-style-type: none"> • <i>Board Self-Assessment</i> • <i>Review of CSI CAR Report (CSI will be here for meeting)</i> • <i>Testing Approval</i> • <i>Make decision on BEST Grant Application – Letter of Intent</i> • <i>Marketing Committee Presentation</i> 	<i>6-Oct-17</i>	<i>5-Oct-17</i>
<i>8-Nov-17</i>	• <i>Enrollment Strategy Session</i>	<i>3-Nov-17</i>	<i>2-Nov-17</i>

<i>13-Dec-17</i>	• <i>CSI Renewal decision (depends on CSI dates)</i>	<i>8-Dec-17</i>	<i>7-Dec-17</i>
<i>Future Items (TBD)</i>	• <i>Review of final CSI Renewal application (June/July)</i> • <i>9R Plan to share Mill Levy \$\$ (tbd)</i>		

Future Agenda Items: Executive Agreement between AHS & Twin Buttes, Board Manual, New Board Member Orientation, Future Fundraising Plans, Strategic Plan, Board Self-Assessment (October)

Motion to Adjourn –

I. Future Dates & Agenda Items

A. Future Board Meeting Dates

Board Meeting Date	Agenda Items	Agenda Sent (Friday)	Agenda Items Or Handouts to AML (Thursday)
<i>24-Jul-17</i>	• <i>Strategic Plan – 3 key items (Potentially extended Board Meeting)</i>	<i>7-Jul-17</i>	<i>6-Jul-17</i>
<i>9-Aug-17</i>	• <i>NO MEETING</i>	<i>4-Aug-17</i>	<i>3-Aug-17</i>
<i>13-Sept-17</i>	• <i>Review of CSI Renewal Application – including wavers to statutes with replacement plans</i> • <i>Determine if we want to do optional items for CSI Renewal</i>	<i>8-Sept-17</i>	<i>7-Sept-17</i>
<i>11-Oct-17</i>	• <i>Board Self-Assessment</i> • <i>Review of CSI CAR Report</i> • <i>Make decision on BEST Grant Application – Letter of Intent</i>	<i>6-Oct-17</i>	<i>5-Oct-17</i>
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	<i>dates)</i>		
<i>Future Items (TBD)</i>	<ul style="list-style-type: none"> • <i>Review of final CSI Renewal application (June/July)</i> • <i>9R Plan to share Mill Levy \$\$ (tbd)</i> 		

Motion to Adjourn – 7:00