



Animas High School Board of Directors Meeting 12/13/2017

I. Board Members Present/Absent

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

Staff: Sean Woytek, Ashley Hein, Curt Pattinson (Teacher Rep)

Guests: Jason Caplin, Tom Morrissey

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 Meeting Minutes from 11/08/2017 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 (5:35 – 7:35)

A. CSI Renewal decision – Sean

- AHS received a 5-year approval with several conditions:
 1. BOD needs to tighten up meeting protocols, Jeff recommended that this should be a role of Governance Committee (to review protocols and AHS fidelity to those).
 2. Submit confirmation of waivers, which BOD discussed and approved previously. Webinar in December where AHS will review list of waivers.
 3. Submit student fee schedule since fees have changed. CSI student fee policy has changed as well.
 4. Submit revised budget with more conservative PPR increase
 5. Board meeting compliance checklist needs to be completed
 6. Submit Short Term and Long Term Facilities Strategic Plan

B. Fundraising results & update - Ashley

- We got \$4500 Coutz & Clark to fund Maker's Lab last year, they mentioned possibly funding a teacher salary in the future, Ashley is thinking of approaching other foundations to fund teacher salaries, she will keep us posted

C. Budget Review and finalization – Christine

- Budget reduction due to change in number of students - currently 258 students, we have reduced all costs (facilities maintenance, moved Sean's bonus to July of next year, with approval in January, Laurel's position will not be filled externally, but absorbed in-house) Laurel will help with transcripts on an hourly basis during Spring semester. We are still running at a deficit, this is a 2nd year deficit, it reduces our fund balance, this will eventually be a problem. Next year we are cutting some positions - do more right-sizing so that we have the right amount of staff and resources for the number of students we have. There are pay increases budgeted for next year.
- Question about revenue from Tom, has Sean heard anything about what increase in PPR might be from CSI equalization bill, Sean has not heard specific numbers, bill still going through Joint Budget
- We are running at deficit, due to overestimate on student count.

Linda Fitts-Liberman made a motion that it be resolved by the Board of Directors of Animas High School State Charter State School that the amounts shown in the proposed schedule be appropriated to the General Fund as specified in the Adopted REVISED budget for the current fiscal year of July 1, 2017 and ending

June 30, 2018. The Board of Directors accepts and approves the spending of \$43,287 of the General Fund Balance as a contingency for reduced pupil count in the current year.

Seconded by Mary Polino

Approved unanimously.

D. Facilities Update – 15 Minutes - Jeff

- High Level Roadmap (Deliverables and Timelines)
- Discussion in Building Corp meeting has been around how we define board's roles, Tony Salistrano is on BC board, he advised that AHS BOD and BC should operate as 2 separate entities since BC has a status as a corporation. Who does what? BC should handle

E. Update on Marketing and Public Relations Committee –Mary

- The marketing and communication for the school is the vehicle that drives the success for everyone - how do we promote it?
- 3-pronged process:
 1. Enrollment
 2. Publicity
 3. Website
- Mary's goal is to recruit specific people to work with Leigh Bright on known projects, first goals are to recruit a parent rep for each grade,
- Ann asked what plan is to implement these tasks/goals. That is being considered. Mary and Leigh are meeting 12/15 and will discuss recruiting Grade-level parents as a first goal.
- Linda will begin writing a summary of BOD meetings after each meeting for NFTN

F. Enrollment Roadmap – Sean

- Dates/activities
- Big things that kick off enrollment are Shadow Days and Info Sessions, we have been refining them, we will have fewer sessions this year, 6. Shadow Days were completely full all through May last year.
- 1/30
- 2/7
- 2/22
- 3/6
- 4/11
- 5/1 are Infosession dates
- A senior student is putting together a short video to use in Infosessions
- Middle School visits are being revamped, Sean is talking to 9R about possibilities for changing our presentation.
- 9R school fair is cancelled this year.
- Shadow Days were reformatted and were very popular last year

- Looking at different enrollment activities that we can do through the summer

Policy Changes that Sean will present in January:

- Beginning in January: Attendance policy is being revised, students will need a doctor’s note after 3 full day absences or 21 classes. The absences will be unexcused if doctor’s note is not forthcoming.
- Enrollment policy will be adjusted to match staffing, 20-25 students per class.
- Student information privacy and protection, Dusty is updating our website, Sean will present 2 documents to BOD that have digital information on/about our students. State of Colorado is taking the lead in student privacy to ensure that companies are deleting info on students in a timely manner, also so that families know which organizations have information on AHS students in case of data breach.
- Changing our lottery to first Monday in March.

Motion made by Mary Polino to enter into Executive Session at 7:05 pm to discuss

- CRS 24-6-402(a) - purchase, acquisition, lease, transfer, or sale of any real, personal, or other property, and
- CRS 24-6-402 (4)(e) - developing strategy for negotiations, instructing negotiators, and possibly determining positions relative to matters that may be subject to negotiations, and if necessary
- CRS 24-6-402 (b) - Conferences with an attorney for the purposes of receiving legal advice on the specific legal questions relating to the above

Motion seconded by Colleen Dunning

Motion unanimously approved

Executive Session ended at 7:35 pm

VI. Future Dates & Agenda Items

A. Future Board Meeting Dates

Board Meeting Date	Agenda Items	Agenda Sent (Friday)	Agenda Items Or Handouts to AML (Thursday)
13-Dec-17	<ul style="list-style-type: none"> • <i>CSI Renewal decision (CSI decision due on Dec 12th)</i> • <i>Fundraising results & update</i> • <i>Budget Review and finalization</i> • <i>Facilities Update – High Level</i> 	8-Dec-17	7-Dec-17

	<p><i>Roadmap (Deliverables and Timelines)</i></p> <ul style="list-style-type: none"> • <i>Update on Marketing and Public Relations Committee (Mary)</i> • <i>Enrollment Roadmap – dates/activities (Sean)</i> 		
<i>17-Jan-18</i>	<ul style="list-style-type: none"> • <i>Update on Academics (Linda)</i> 	<i>12-Jan-18</i>	<i>10-Jan-18</i>
<i>13-Feb-18</i>		<i>8-Feb-18</i>	<i>6-Feb-18</i>
<i>14-Mar-18</i>		<i>9-Mar-18</i>	<i>7-Mar-18</i>
<i>18-Apr-18</i>	<ul style="list-style-type: none"> • <i>Future Board President Role (AML terms ends in June)</i> 	<i>13-Apr-18</i>	<i>11-Apr-18</i>
<i>16-May-18</i>		<i>11-May-18</i>	<i>9-May-18</i>
<i>20-Jun-18</i>	<ul style="list-style-type: none"> • <i>Review of final CSI Renewal application</i> 	<i>15-Jun-18</i>	<i>13-Jun-18</i>
<i>25-Jul-18</i>		<i>20-Jul-18</i>	<i>18-Jul-18</i>
<i>Future Items (TBD)</i>	<ul style="list-style-type: none"> • <i>9R Plan to share Mill Levy \$\$ (tbd)</i> • <i>Board Recruitment (skills gap)</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 at 7:40 pm