

HIGHLINE ACADEMY



Board of Directors' Meeting

Monday, 9/19/2016

6:15 PM Full BOD Meeting
Highline Academy Northeast Campus
19451 E. Maxwell Place
Denver, CO 80249

Present: Tom Bulger, James Coleman, Zach Backes, David Larm, Rachel Hutson, Brent Baribeau, JC Martinez, Natalie Krump, Jonathan Tee, Sara Spanier, Barbara Sample, Faye Ganley

Absent:

Ex-officio Members: Kelly Brandon (HANE Principal), and Sara Verni-Lau (HASE Acting Principal), Chris Ferris, (ED of Highline)

Faculty Liaisons: Catie Santos de la Rosa, Jayna Bastian

Public: Carolyn Leary (note taker), Parent Community representatives from the NE campus

MISSION: We exist to foster a diverse and equitable community of youth and adults striving together for academic, personal and civic excellence.

VISION: Inclusive excellence in public education.

<i>Time</i>	<i>Topic</i>	<i>Presenter</i>
6:10	Call to Order <ul style="list-style-type: none">• Quorum Established• Agenda Confirmed• Mission and Vision Restatement by Catie Santos de la Rosa. Whether with parents, students, or teachers we are focused on the whole education of every person in our building. We are growing students to be able to go out into the community with the skills; able to successfully contribute to society.	Jonathan

6:12	<p>Consent Agenda</p> <ul style="list-style-type: none"> • Minutes from August 22nd meeting adopted • Resolution adopted to make Executive Director, Principals, Teacher representatives non-voting Board Liaisons due to legal repercussions of board meeting stipulations. 	Jonathan
7:18	<p>Administrative Updates</p> <p>ED Update: See Report for more detail on:</p> <p>Facilities update / security: Chris is looking for a connections to a security company. The Board is in full support of the swift resolution to security at HASE.</p> <p>Parking lot update</p> <p>Update on HASE principal search: The timeline is progressing as planned. Who has the final say in the hiring process? The wording of the policy says with support and consent of the board. The board will return to investigate the word consent.</p> <p>Fundraising update: We have been nominated to receive 2 grants; HASE has received a Sponsorship from the storage company located across the street from the HASE campus. Auction for the SE campus has been scheduled for 3/17/17 and plans are being made to help the NE campus recreate the auction's success at the NE campus. CO Gives day will include a drop down option to allow donors to choose the whole organization or either campus.</p> <p>PARCC Data and the achievement gap: <ul style="list-style-type: none"> ○ Schools around the nation are seeing an increase in the achievement gap on this test. ○ The test requires students to show metacognitive skills through typing explanations for answers. These are new and great skills for students to have, however the testing of them is often very difficult. </p> <p>HANE:</p> <ul style="list-style-type: none"> • School Goals for 16-17 are based on our larger transition from start-up to growth stage. This presents challenges but also sets the stage for community trust and future growth. <ul style="list-style-type: none"> ○ Close the achievement gap in math. ○ Close the achievement gap in language arts. ○ To deepen the Reach values and culture at our campus. • Leadership Goals 16-17 <ul style="list-style-type: none"> ○ lead staff in deepening understanding of internal commitments ○ developing instructional knowledge in math instruction 	<p>Chris Ferris</p> <p>Kelly Brandon, HANE, Principal, and Sarah Verni-Lau, Interim HASE Principal</p>

	<p>through PD coaching and collaborative</p> <ul style="list-style-type: none"> ○ increase student and parent awareness of our social emotional curriculum and REACH characteristics ● Hiring Update: subs/long term subs ● HASE Auction Day March 17th ● Performance Grouping <ul style="list-style-type: none"> ○ Challenge to define performance grouping in order address the needs of the students and the intentions of the parents who chose our school. ○ Chris has started a forum in order to collect community data and academic research to address the issue. ● Board Policy <ul style="list-style-type: none"> ○ Need to revisit to what level of detail the board should be involved with policy implementation given the guidelines of the Carver model of governance and given the two-campus infrastructure. <p>HASE:</p> <ul style="list-style-type: none"> ● HASE Charter renewal site visit 9/6 <ul style="list-style-type: none"> ○ Went very well; Will be receiving a follow up written report ○ The charter renewal committee will attend next month's board meeting ● Carline <ul style="list-style-type: none"> ○ The Denver police have come to assess the safety of the situation and the need for patrol and signs to make the pick up and drop off process go smoothly. 	
7:16	Public Comment: Present parents were welcomed and introduced.	
8:20	Break	
8:30	<p>New Business</p> <ul style="list-style-type: none"> ● Review the 5 year strategic plan: <ul style="list-style-type: none"> ○ Expansion of HANE to include middle school ○ Expansion of ECE program ○ Develop Board and Organizational capacity to expand ● Discussion: <ul style="list-style-type: none"> ○ Both campuses need to be sound in operations and academics before there replicated campuses. ○ There may be an opportunity window and need for a middle school in the NE area. ○ The organization needs more clarity around what is highline before replication is possible define what is Highline and what is dependent on the community and population the campus is serving. ○ What is Highline? The Board needs to have a mission based conversation of priorities of the schools in order to define the goals and essential pieces of the school and academics. ○ Action steps: <ul style="list-style-type: none"> ■ Chris to draft and send a survey to parents to assess 	<p>Chris/ Jonathan</p> <p>James</p> <p>Zach</p>

	<p>essential points of the school by October</p> <ul style="list-style-type: none"> ■ Timeline of next steps to achieve closure ■ November meeting dedicated to rewrite policy to define these few things ■ Board decision in December on strategic plan <ul style="list-style-type: none"> ● Master Dashboard of data to present to the board. ● Building Corporation changes will be discussed at a future meeting. ● November ballot and Mill Levy update <ul style="list-style-type: none"> ○ Mill levy is about 50 million to support for staff and increased educational opportunities ○ The bond is more along the lines of technology and facilities ○ This may potentially be a lead into access to a DPS building for SE? ● Review and Adopt 2016 Audits (available in the BOD Packet) <ul style="list-style-type: none"> ○ The audit will be reviewed at the October board meeting. 	
----	<p>Old Business</p> <ul style="list-style-type: none"> ● Cultural responsiveness (Seeds of South Sudan; I'm not a Racist, Am I?) will need to be shifted into a different event with a similar focus. 	Barb
9:25	<p>Committee Report Outs</p> <p>BAC: The BAC has set a meeting date and time for the school year. We will meet the second Friday of every month at 8am. Meetings will be held via Google Hangouts with a location being offered to attend in person. PARCC Data from HASE is provided.</p> <p>Communications: No report.</p> <p>Finance: The mission of the finance committee is to oversee the use of funds and ensure it aligns with BOD direction and the overall mission and vision of HA as a whole. It's also responsible for making recommendations to the BOD for policy related to finance.</p> <ul style="list-style-type: none"> ● Health Insurance - The latest info about health insurance rates for this coming year supports that we will not see much of an increase in our rates at all. We should have final numbers in October. ● Parking Lot - Chris is working with our attorney to offer a lease for a section of the parking lot at HASE to the storage facility that's being built across the street. ● NE Budget: Additional funds need to be allocated for books & periodicals. There are also additional staffing needs that will require additional funds in payroll. Neither of these should affect the total budget numbers. ● SE Budget: Nothing unexpected at this time. Overall numbers are slightly front-loaded, which is to be expected at this time of year. <p>Health and Wellness: HASE H&W committee members participated in the HANE PWP meeting on 9/6 to discuss launching a school/community garden on the HANE campus. HASE H&W hosted an outdoor beautification day on</p>	

	<p>9/17, in partnership with the 7th grade class.</p> <p>Alumni Relations: The alumni relations committee has been formed with the intention to collect information on our graduates in order to develop ongoing community as well as marketing information.</p> <p>Board Development: The Board Development committee is scheduled to meet with a new prospective candidate on Thursday, September 22nd at 2:30pm at HASE. This will be our first meeting of the school year.</p>	
9:34	<p>Reminders/Announcements</p> <p>Board commitments (Sign document and return to Rachel/Natalie)</p> <p>HANE and HASE events for Board participation:</p> <ul style="list-style-type: none"> ● Fall Harvest Festivals, Saturday, 10/22 <p>October onboarding topic: 5:30 Google Drive</p> <ul style="list-style-type: none"> ● Handout of password at onboarding 	Natalie/ Rachel
9:36	<p>Adjournment</p> <p>Natalie motioned to adjourn. Rachel seconded. Meeting adjourned.</p>	Jonathan