

HIGHLINE ACADEMY



Minutes

Board of Directors' Meeting

3/21/2016

6:15 PM Full BOD Meeting

**Highline Academy Southeast Campus
2170 Dahlia St.
Denver, CO 80222
303.759.7808**

Present: Tom Bulger, James Coleman, Jonathan Tee, Zach Backes, David Larm, Natalie Crump, Rachel Hutson

Absent: Sean Edmunds, JC Martinez, Sara Spanier

Ex-officio Members: Sara Alesandrini and Kali Garofoli, (Principals)

Public: Kelly Brandon, Catie Santos de la Rosa, Sierra Hake, and Carolyn Leary (HANE Staff) (CDE), John Lynd (ED Search Committee Consultant)

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>Topic</i>	<i>Presenter</i>
6:15	Call to Order <ul style="list-style-type: none">Established quorumConfirmed agenda as tenderedMission and vision restated	Tom Bulger, Board President
	Consent Agenda <p>Consent agenda contained minutes from the March board meeting and was approved.</p> <p>Rachel moved to accept the consent agenda as tendered. James seconded. No discussion. Motion passed unanimously.</p>	Tom Bulger, Board President
6:25	Public Comment	Catie Santos de la Rosa,

	<p>Presentation from faculty members to petition the board to create a faculty representative position.</p>	Sierra Hake, Carolyn Leary
6:38	<p>CSSI-CDE Site Visit</p> <p>Presentation of findings from site visit. In year 2 of the 3 year of the CSSI Grant, the CSSI team did a comprehensive evaluation of the NE campus based on 10 standards to assess the progress of the school's development. They interviewed all faculty members, board members, and school staff. Standards for evaluation: standards 1-8 relate to instruction and leadership; standards 9-10 relate to governance. The report commended many aspects of the strong foundation for HANE to continue to build on. The NE admin and staff will discuss recommendations and make steps for recommended changes.</p>	Ami Desai, CDE
7:15	<p>Administrative Updates (HASE and HANE): Hiring updates: Both campuses are holding contract meetings this week that will reveal any additional openings. Both have hired for known open positions. Administration is maintain a high bar for potential hires. Next month the Board will look at themes for retention of faculty.</p>	Sara Alesandrini and Kali Garofoli, Principals
7:20	<p>Committee Report Outs</p> <p>BAC: will report out next month</p> <p>Communications: Tamara Garcia (HANE) and Heather Knight (HASE) met to go over the website. Ready and willing to jump in to support website improvements. Both have the necessary skill set to take the campus piece on. We need to have 3 proposals from different web developers to get the scope of cost and determine next steps. Communications committee will contact other schools to research how they built their websites. Natalie will take on board communication to add to the newsletter.</p> <p>Health and wellness: The SE campus will be getting a shed to house tools and machinery for the school and school garden. Outdoor beautification days scheduled for April 16 and May 21. Next meeting on 4/5 at HASE.</p> <p>Development committee: Sean Edmunds will resign due to personal reasons. The Board will accept his resignation.</p> <p>ED search Committee: John Lind, consultant who has been supporting Highline with hiring an ED, provided an update on the hiring process. Conducted national search which led to 31 total applicants, 19 from Colorado; 5 candidates are now moving through the first round of interviews.</p> <p>Process:</p> <ul style="list-style-type: none"> ● Initial phone screening ● Level 1 Tina Valtierra or Francis Scheve interviewed with a modified Habermen in order to determine culture fit. ● Level 2 Jonathan and Tom will interview on the remaining Habermen questions but then also the responsibilities of the position - Hopefully 	<p>Zach</p> <p>Rachel</p> <p>Tom</p> <p>Jonathan/ John Lind</p>

<p>8:15</p>	<p>New Business</p> <p>HA faculty ex-officio board member: Tom proposed a motion to expand the composition of the HA board to include 2 ex-officio members from each campus. Barb seconded.</p> <p>Discussion: it was suggested to start with 1 staff member from each campus, as adding four new ex-officio members to the board seems like a lot. Use the rest of this school year as a pilot period and reassess in July at the retreat. Need to establish clear expectations for the new ex-officio members, including the importance of the board duties of presenting one voice as an organization.</p> <p>Tom presented an amended motion to appoint 2 new ex-officio board members to be comprised of one faculty member from each campus to represent the faculty to serve until the end of June 2016. Barb seconded. No further discussion. Motion passed unanimously.</p> <p>DPS request for parents: DPS is in need of parents from charter schools who are interested in policy related to the direction of charters. Sara and Kali have been thinking of potential families and will follow up.</p> <p>Board Development: New board member mentor: David to be Brent's BOD mentor. Reminder 3 terms are ending. David intends to extend for 1 year term. Rachel will as well with the explicit intention of orienting a new person to the board secretary role. Tom will extend to a full term with understanding that he will not serve in another officer position.</p> <p>HASE School Auction: Saturday, 3/19, Wellshire Events Center. Morale was high, lots of new faces. Would like to see increased board attendance in the future. Don't have confirmed total amount raised yet. Will distribute a list of names of largest donors for board members to express appreciation with a thank you phone call.</p>	<p>Tom</p>
<p>8:45</p>	<p>Reminders/Announcements/Upcoming School Events:</p> <ul style="list-style-type: none"> ● HASE Outdoor Beautification Days: Saturday, 4/16 and 5/21 	<p>Rachel</p>
<p>8:45</p>	<p>Executive Session</p> <ul style="list-style-type: none"> ● Personnel and contract negotiations ● Need to discuss evaluation of teachers to discuss contracts 	<p>Tom</p>
<p>9:15</p>	<p>Adjournment</p> <p>Rachel moved to adjourn. Tom seconded. Motion passed unanimously.</p>	<p>Tom</p>