

Highline Academy
Board Meeting Minutes
September 10, 2007
7808 Cherry Creek Drive South
6:15 pm

In attendance: Jon Lowry, Lindsey Friedman, Ron Johnson, Peter Zina

Guests: Ruth Kedzior, Jane Bulger (Accountability Committee), Lynn Davis, Jennifer Douglas (Accountability Committee)

Staff: Denise Kelso, Gregg Gonzales, Tara Walling, Alyssa Whitehead Bust, Monica Hensen, Chris Ziemba

Actions/Votes Taken:

- Section II: Motion to approve audit with changes
- Section V: Motion to appoint Ruth Kedzior to the board

Attachments:

- Audit Report
- Financial Updates
- Amendment to Lease
- Academic Monitoring Questions
- Administrative Update
- Center for Advanced Study of Teaching and Learning proposal
- AYP Report

I. Approval of Minutes:

Other minutes: certain board members have not received minutes from July and we're not sure if we need to approve the July 30 minutes since there wasn't a quorum at that meeting, it was just more of a discussion.

August 1, 2007: Jon made motion to submit the high school application, which did not receive 2nd. Jon does not believe there was a final vote as to not to submit an application, and that thoughts and ideas were expressed, but that no vote was taken. We need to wait on approving these minutes because too many people from that meeting are not in attendance tonight.

August 13, 2007: Jon moves to accept, Lindsey 2nd, MPU.

II. Audit Report and Financial Updates

John Cutler, our auditor, discussed some of the highlights of the audit report.

The amount of the property tax refund was included though we have not technically received that money yet.

We are not in compliance with state law because we spent more money than our approved budget, but we are still in good financial standing- this was due to payroll issues.

Jon said he would work with Dennis Trescott to help educate the new landlords and inform them of the obligation to pay the property tax refund.

We have no investment policy- John Cutler thinks we should have one that mirrors the state, but it's mainly meant for schools that are larger or have more cash to invest.

Lindsey asked: do any of the budgetary variances impact us in any way? The one of note is the purchased services, which includes the lease payment, which should be booked as a transfer to the Building Corporation.

The district is requiring a MDNA (Management Letter)

John Cutler can get the final copy to us by Friday, September 14

Audit is due on Monday, September 17.

Motion to approve the audit with above change (moving purchased services as a transfer to building corporation) and the addition of MDNA letter, Lindsey 1st, Peter 2nd, MPU.

III. Academic Accountability and Monitoring:

The desired outcome of this discussion is to align what the HA Administrative Team and Staff believe to be academic success and thus instructional priorities with what the Board believes to be academic success.

What does academic success look like?

- Looking at individual student success.
- Hitting contractual goals, e.g. CSAP.
- Internal benchmarks: evaluating students against benchmarks.
- CSAP – state standards which can also measure independent student progress.
- All students are making progress.
- All groups of students are making progress according to multiple assessments (Stanford 10, CSAP's, Internal Benchmarks)
- Student perception of preparedness.

What are our end goals for our 8th graders?

- Admittance into high quality high schools and persistence and success @ those schools (overall HA reputation – with surveys).
- Have taken required pre-requisites.
- Sense of justice and compassion towards those who are marginalized by culture and/or under-resourced.
- Gradual release of adult supervision – taking ownership of their learning.
- Developed Leadership Skills

How do we measure the success of our graduates?

How will we know if we are on our way to meeting these goals prior to the 8th grade?

Other Questions:

- Is CSAP an effective diagnostic tool?
- What sacrifices/substitutions will we have to make to improve academic success?
- How can we prioritize? What do we prioritize?
- Do we need to prioritize academic success within the context of our other values? Do we need to re-prioritize our core values?
- Do we need an intervention- intensive culture?
- Do we forfeit co-curricular aspects of the school to provide interventions for those who are behind?

Other goals that we may need to measure later:

- College matriculation persistence.

Continue the discussion on October 17.

IV. Administrative Updates:

- The school year is off to a better start
- Discipline is going well (Gregg Gonzales): no disaggregated trends, and not as much disruptive behavior, more consistent expectations building-wide
- Classroom instruction: differentiation is taking place
Mentor teacher teams and administrative team came up with the same instructional strengths and challenges.
- New 7th graders are having a difficult time in science. More interventions will need to be put in place.
- Enrollment: down 5 seats than what we budgeted for, and it probably wouldn't be in our best interest to now recruit strongly for those seats (we have waitlisted for 4 of these seats, but are short a 7th grade waitlist student)
- We've been invited to participate in a study on Core Knowledge school students vs. non CK school students in relation to read aloud and literacy proficiency

V. Board Development

Ruth Kedzior came to talk to the board about her interest in serving as a board member. Strengths: works on the policy level, participated in strategic planning,

Jon moves that we appoint Ruth Kedzior to the board, Peter 2nd, MPU.

We have to figure out who else should be appointed and who should run for re-election (in terms of Kim and Lindsey, if they're interested)

Check the by laws to see the ratio of appointees vs. voted members and ratio of parents on the board- Peter will check.

Motion to adjourn: Jon 1st, Peter 2nd, MPU.