

HIGHLINE ACADEMY



MINUTES

Board of Directors' Meeting Monday 8/28/2017

6:15 PM Full BOD Meeting

The meeting was held at:
Highline Academy Southeast Campus
2170 S. Dahlia
Denver, CO 80222

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.

Attendance:

Board Executive Committee:

Jonathan Tee President, Tom Bulger Vice-President, Zach Backes Treasurer, Sara Spanier Co-Secretary, and Sandra Grahame, Co-Secretary

Board Members:

Brent Baribeau, James Coleman, Faye Ganley, Barb Sample, Nathan Byford, Drew Kent

Ex-Officio Board Members:

Chris Ferris Executive Director, Jahi Rohrer Director of Teacher Development, Guerin Gray HANE Principal, Sara Verni-Lau HASE Principal, Catie Santos de la Rosa HANE Teacher Liaison, Sierra Hake HANE Teacher Liaison, Heather Miles HASE Teacher Liaison

Other:

Carolyn Leary Gallegos, Note Taker

Absent:

Bazhena Gaister HANE Teacher Liaison

Members of the Public:

RoseMary Kelly

<i>Time</i>	<i>Topic</i>	<i>Presenter</i>
6:15	Call to Order <ul style="list-style-type: none"> ● Quorum Established ● Agenda Confirmed ● Introductions ● Mission and Vision Restated by Brent Baribeau who spoke of the importance of teaching more than just academics in our current political climate but appreciates that at Highline his son is taught empathy for others. 	Jonathan
6:20	Consent Agenda <ul style="list-style-type: none"> ● Minutes from July meeting ● Conflict of Interest Statement ● Minutes for August Branding & Identity Meeting <ul style="list-style-type: none"> ○ Removed from Consent Agenda ● Review and affirmance of By-laws and Policy Manual <ul style="list-style-type: none"> ○ Removed from Consent Agenda ○ The edited consent agenda was adopted 	Jonathan
6:23	Public Comment None	
6:25	Administrative Updates <ul style="list-style-type: none"> ● Summer Institute <ul style="list-style-type: none"> ○ The campuses ran a combined new teacher institute which had great reviews from all involved ○ The Network ran two days of summer institute: <ul style="list-style-type: none"> ■ Building resiliency and adventure day with team-building options in the mountains ■ Highline Policy Day: <ul style="list-style-type: none"> ● Addressed key employment policies ● Rolled out of the new teacher evaluation system ● Introduced the equity initiative ● ED 17-18 SY Goals <ul style="list-style-type: none"> ○ * please see attached presentation ● HASE Facility Upgrade Update <ul style="list-style-type: none"> ○ Field is now open ○ Faculty space expanded ○ Automatic faucets and toilets ○ DPS Security locks and cameras ○ New safer gate ● HANE Charter Renewal <ul style="list-style-type: none"> ○ Documents submitted July 5th ○ Board officer interviews will be rescheduled ○ Site visit will be on Oct 3rd ○ Renewal recommendation expected in November 	Chris Ferris

	<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ We do not expect a full five-year renewal at HANE due to only having one grade level of PARCC data, which does not measure sufficient growth ● Building corp. was updated and signed ● HANE Facility <ul style="list-style-type: none"> ○ New garden has been a success ○ African drums ○ KIPP exit issues resolved <p>Campus Administrator update: HASE and HANE</p> <ul style="list-style-type: none"> ● Please see attached presentation for more details on: <ul style="list-style-type: none"> ○ Preliminary PARCC data ○ Enrollment update ○ Campus Goals 17-18 SY <ul style="list-style-type: none"> ■ Aligned goals at both campuses ■ Data meeting to improve accountability and autonomy for curriculum ■ Goal for all students: close the achievement gap, develop classroom tier I skills, revamp the MTSS process, serve more students through ELD ○ HASE Staffing update: <ul style="list-style-type: none"> ■ Fully staffed ■ Five new teachers and two mid-year hires ■ Long-term sub needs ○ HANE Staffing Update <ul style="list-style-type: none"> ■ Hired an instructional coach rather than AP at this point in the year ■ Teachers are fully staffed ■ Kinder TA is still in the process ■ 12 new teachers and 2 midyear hires, high turnover ○ It was noted that teachers do not represent the demographics of the students served. It does reflect the ratios in the applicant pool. The organization is continuing to work on bringing in more diverse applicants. 	<p>Sarah Verni-Lau and Guerin Gray</p>
7:35	Break	
7:48	<p>New Business</p> <ul style="list-style-type: none"> ● Approval of Campus Teacher Liaisons to Board <ul style="list-style-type: none"> ○ Drew motioned to approve our two teacher liaisons for each campus: Sierra Hake and Catie Santos de la Rosa from HANE and Heather Miles and Bazhena Gaister from HASE. ○ The school leaders approved the members ○ Motion passed unanimously ○ Conflict of interest policy reviewed and signed ● Minutes for August Branding & Identity Meeting clarification: <ul style="list-style-type: none"> ○ The minutes did not reflect the wording of the discussion: would 	<p>Tom Jonathan</p>

	<p>motion to change to “Jonathan moved to allocate up to \$25,000 of reserves to hire Rassman for the Brand and Identity project and related expenses for both Highline campuses.” Tom seconded. Motion passed unanimously.</p> <ul style="list-style-type: none"> ○ Tom moved to amend the minutes to reflect the original motion ○ Jonathan seconded ○ Motion passed unanimously <ul style="list-style-type: none"> ● Review and affirmance of By-laws and Policy Manual was reviewed and signed by all members. 	
8:00	<p>Old Business</p> <ul style="list-style-type: none"> ● The Social Secretary Role to be discussed at future date 	
8:01	<p><u>Committee Report Outs:</u></p> <p>Finance: budget to actuals for August.</p> <ul style="list-style-type: none"> ● The board will reapprove the final budget of the 17-18 school year. Full audit to be presented to the Board next month. <ul style="list-style-type: none"> ○ Tom moved to approved the revised budget as tendered ○ Brent seconded ○ Motion passed unanimously ● Appropriation Resolution <ul style="list-style-type: none"> ○ Zach motioned to approve the appropriation resolution of Highline Academy Northeast located in Denver County 1 school district, that the amounts shown in the tendered schedule be appropriated to each fund as specified in the “Final adopted budget” for the ensuing fiscal year beginning July 1, 2016 and ending June 30, 2017 ○ Drew seconded ○ Motion passed unanimously ● Review Building Corp. Composition <ul style="list-style-type: none"> ○ The Board discussed the importance to recognize their efforts and contributions of these building corp members. The REACH Out Committee will return to the board with a proposal next meeting. <p>REACH UP: All students will demonstrate distinguished academic, personal, and civic excellence for life beyond Highline Academy. - Review goals for the year; share teacher evaluation program in E-doctrina</p> <ul style="list-style-type: none"> ● Jahi presented the capacity of Edoctrina for the teacher observation and evaluation system. <p>REACH IN: An organization wide culture in which all stakeholders are empowered and invested in the academic, civic and personal success of every child. - Review goals for the year; sign Conflict of Interest Policy</p>	<p>Zach/Chris</p> <p>Jahi</p> <p>Jonathan</p>

	<ul style="list-style-type: none"> The committee will review and schedule open door meetings before the board meetings or committee meetings. <p>REACH OUT: The Highline brand will be identified throughout Denver as representing academic, civic, and personal excellence for an inclusive and diverse student body and school community. -Review goals for the year;</p> <ul style="list-style-type: none"> Update on the marketing kick-off meeting <ul style="list-style-type: none"> Marketing team is meeting with stakeholders to conduct research into what drives Highline as an organization 	Tom
8:30	<p>Reminders/Announcements</p> <p>Board Reach Committee Night</p> <ul style="list-style-type: none"> Monday, September 11, 6:15 PM, HASE <p>Next BOD meeting:</p> <ul style="list-style-type: none"> Monday, September 18, 6:15 PM, HANE <p>Upcoming campus events for Board participation:</p> <ul style="list-style-type: none"> Back to School events <ul style="list-style-type: none"> August 30 Back to School Night 6:00-8:00 	Sandra
8:45	<p>Adjournment</p> <ul style="list-style-type: none"> Zach motioned to adjourn Barb seconded The motion passed unanimously 	Jonathan