



**Board of Directors' Meeting**

**Monday, April 16, 2018**

**6:15 PM Full BOD Meeting**

**Highline Academy Northeast Campus**

19451 East Maxwell Pl

Denver CO 80249

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**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.

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**Attendance:**

**Board Executive Committee:** Jonathan Tee President, Nathan Byford Vice-President, Eric Neumann Treasurer, Sara Spanier Co-Secretary, and Sandra Grahame, Co-Secretary

**Board Members:** Brent Baribeau, Barb Sample, Drew Kent, Faye Ganley, Tom Bulger, Kaya Taylor, James Coleman

**Ex-Officio Board Members:** Chris Ferris Executive Director, Guerin Gray HANE Principal, Sara Verni-Lau HASE Principal, Heather Miles HASE Teacher Liaison, Sierra Hake HANE Teacher Liaison, Bazhena Gaister HASE Teacher Liaison, Catie Santos de la Rosa HANE Teacher Liaison,

**Other:** Carolyn Leary Gallegos Note Taker

**Absent:** None

**Public:** None

<i>Time</i>	<i>Topic</i>
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6:15	<p><b>Call to Order- 10 minutes</b></p> <ul style="list-style-type: none"> <li>● Quorum Established</li> <li>● Agenda Confirmed</li> <li>● Mission and Vision Restated by Eric Neuman “In my own observation of the classrooms, in nearly each room I was in, there was a group of students working to grasp the learning at their own pace. It was amazing to see the viewpoints of my own kids confirmed and the inclusion practiced in the classroom setting.”</li> <li>● Auction observations: Wonderful speeches from each of the players, Chris, Jenny, Sarah, Johnathan, and Tara.</li> <li>● Share Reach Award winner- Guerin Gray “4<sup>th</sup> grade ELL Student received a reach out award for a project he started to raise money to hang pictures of students in the new hallways. They put together a presentation and asked the PWP for a promise of funding to make the hallways feel more at home. It was clear how much it meant to the students to make the building reflect the students themselves and his follow through was inspiring. ”</li> </ul>
6:25	<p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li>● Minutes from March meeting</li> </ul> <p>Consent Agenda Confirmed</p>
	<p><b>Public Comment</b></p> <p>None</p>
6:25	<p><b>Reach In- 15 minutes</b></p> <ul style="list-style-type: none"> <li>● Working agreements- revisited- will be posted <ul style="list-style-type: none"> <li>○ Will work toward linking each agenda item to a long term goal set</li> </ul> </li> <li>● Volunteers for leadership positions next year: <ul style="list-style-type: none"> <li>○ The Board asks that if you are interested in a board leadership please come to the meeting prepared to share in May, and the board will elect the new leadership committee in June.</li> </ul> </li> <li>● Board recruitment: <ul style="list-style-type: none"> <li>○ Please share the new flyer with community members that may be joining us in May</li> </ul> </li> <li>● Dates for Board retreat May 23 1:00-5:00pm <ul style="list-style-type: none"> <li>○ Will be preparing the agenda beforehand to make the most of our time</li> </ul> </li> <li>● Sunshine Laws: <ul style="list-style-type: none"> <li>○ Anytime there are more than 2 board members discussing board business, that constitutes a public meeting.</li> <li>○ Because we are a public entity and use public funds, our meetings are required to be public knowledge.</li> <li>○ CORA applies to personal conversation as well.</li> </ul> </li> </ul>
6:45	<p><b>Finance: - 10 minutes</b></p> <ul style="list-style-type: none"> <li>● Actuals vs budget for 17-18 <ul style="list-style-type: none"> <li>○ Both schools are on track with no red flags.</li> </ul> </li> <li>● Report on S&amp;P: <ul style="list-style-type: none"> <li>○ The Board has not received the S&amp;P rating officially but have received the preliminary rating.</li> <li>○ The S&amp;P rating is based on the enterprise and financial profile.</li> <li>○ Enterprise is Strong, Financial profile is vulnerable which balances out to a BB+ rating: this is very typical for a charter school.</li> </ul> </li> </ul>
7:00	<p><b>Administrative Updates 30 minutes</b></p>

	<p><b>HASE HANE</b></p> <ul style="list-style-type: none"> <li>● Enrollment update for 18-19 <ul style="list-style-type: none"> <li>○ SE 100 students have been accepted total with (40+ spots in Kinder) <ul style="list-style-type: none"> <li>■ 130 students on the waitlist (only 24 schools in DPS have a waitlist and NE and SE are 2 of them)</li> </ul> </li> <li>○ NE 218 students accepted <ul style="list-style-type: none"> <li>■ 127 on the waitlist</li> </ul> </li> </ul> </li> <li>● Hiring updates <ul style="list-style-type: none"> <li>○ SE 2 teachers leaving: 3 hires have filled 2 of the positions already.</li> <li>○ NE 100% returning: several shifting roles to accommodate changes <ul style="list-style-type: none"> <li>■ So far, we have hired 4 candidates for next year, a counselor, and new AP as an internal candidate.</li> </ul> </li> </ul> </li> <li>● School highlights <ul style="list-style-type: none"> <li>○ SE May 10<sup>th</sup> is Health and Wellness day put on by Bryan Van Norden and the Health and Wellness Committee: <ul style="list-style-type: none"> <li>■ Many different presenters are coming to present activities for whole body wellness.</li> </ul> </li> <li>○ NE: Culture night April 25, 5:30-7:00</li> </ul> </li> </ul> <p><b>Network:</b></p> <ul style="list-style-type: none"> <li>● Update on Diversity Equity and Inclusion: <ul style="list-style-type: none"> <li>○ Went to a 2 day conference on Leading in Equity with follow up work.</li> <li>○ We will be working on this at our all day PD coming up in April and moving forward to a few days in our summer institute.</li> <li>○ Had the opportunity to plan a roll out of this professional development over the next 3 years.</li> </ul> </li> <li>● Staffing update <ul style="list-style-type: none"> <li>○ Director of teacher Development position will be ending this year</li> <li>○ Search process for the new role of Research and Development to manage student data and donor data. <ul style="list-style-type: none"> <li>■ Shayna, Chris, and representatives from both campuses are on the hiring committee.</li> </ul> </li> </ul> </li> </ul>
<p><b>7:35</b></p>	<p><b>REACH UP- 5 minutes</b></p> <ul style="list-style-type: none"> <li>● Civic Excellence update <ul style="list-style-type: none"> <li>○ Currently taking an inventory of how this is approached in the school</li> <li>○ We will be working with a consultant to determine how to measure and tally how civic excellence is taught and carried out in the schools.</li> <li>○ What would this metric look like? How would we be able to analyze this data?</li> </ul> </li> </ul>
<p><b>7:40</b></p>	<p><b>REACH OUT: 15 minutes</b></p> <ul style="list-style-type: none"> <li>● May 3 Event <ul style="list-style-type: none"> <li>○ Invite community members and notify Sara to let her know who and how people have been contacted.</li> <li>○ What is the “ask” of donors for this event? Day to day costs that teachers spend, cost of social emotional education?</li> </ul> </li> <li>● PWP Auction organizers appreciation <ul style="list-style-type: none"> <li>○ Appreciation gift for the 2 main organizers from the board <ul style="list-style-type: none"> <li>■ Tom motioned to allocate \$100 for a thank you gift for the auction chairs at SE.</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>■ Discussion: the amount should be higher.</li> <li>■ Motion is amended to be \$100 per auction chair.</li> <li>■ Johnathan seconded</li> <li>■ Motion passed unanimously.</li> <li>● Teacher Appreciation- fund allocation, volunteers needed May 7-11 <ul style="list-style-type: none"> <li>○ Drew motioned to allocate \$600 (\$300 for each campus) for board sponsored event at teacher appreciation breakfast for the week of May 7-11. <ul style="list-style-type: none"> <li>■ Eric seconded.</li> <li>■ Motion passed unanimously</li> <li>■ Monday at 7am board members will be present at both campuses to thank teachers.</li> </ul> </li> </ul> </li> </ul>
	<p><b>New Business</b> none</p>
<p><b>8:05</b></p>	<p><b>Reminders/Announcements</b></p> <p>Next BOD meeting:</p> <ul style="list-style-type: none"> <li>● May 21 - HASE</li> </ul> <p>Upcoming campus events for Board participation:</p> <ul style="list-style-type: none"> <li>● 4/25 Cultural Fair HANE</li> <li>● 5/3 Board Fundraising wine and cheese</li> <li>● 5/24 6:30 HASE 8th grade graduation Denver First Church <a href="http://www.denverfirstchurch.com">3800 E Hampden Denver, CO 80113</a></li> </ul>
<p><b>8:10</b></p>	<p><b>Adjournment</b></p> <ul style="list-style-type: none"> <li>● Tom motioned to adjourn. <ul style="list-style-type: none"> <li>○ Johnathan seconded</li> <li>○ Motion passed unanimously</li> </ul> </li> </ul>