



**Highline Academy**  
Charter Schools  
**AGENDA**

**Board of Directors' Meeting**

**Monday, May 21, 2018**

**6:15 PM Full BOD Meeting**  
**Highline Academy Southeast Campus**  
**2170 S. Dalia St.**  
**Denver, CO 80222**

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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>	<i>Presenter</i>
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6:15	<b>Call to Order- 10 minutes</b> <ul style="list-style-type: none"> <li>● Quorum Established</li> <li>● Agenda Confirmed</li> <li>● Political update by James Coleman: This year there was a huge support across the country for teachers, through the demonstration here and in many states. Legislation looked at the working environment and sustainability for teachers. They have recently passed an initiative to pay for the 4<sup>th</sup> year of college for teachers making a 3 year commitment to a school, a \$30M dollar tax credit for before and after school care. They are continuing to look for better ways to support education and educators.</li> </ul>	Jonathan
6:18	<b>Consent Agenda</b> <ul style="list-style-type: none"> <li>● Minutes from April meeting</li> <li>● Consent Agenda Confirmed</li> </ul>	Jonathan
6:19	<b>Public Comment</b> none	
6:20	<b>Reach In</b> <ul style="list-style-type: none"> <li>● The E.D. evaluation process is outlined in the shared packet. <ul style="list-style-type: none"> <li>○ BOD to complete survey within the next 2 weeks.</li> </ul> </li> <li>● Volunteers/nominations for leadership positions next year: <ul style="list-style-type: none"> <li>○ President candidates: Jonathan Tee</li> <li>○ Vice President Candidates: Nate Byford</li> <li>○ Treasurer: Eric Neuman</li> <li>○ Secretary: Sandra Grahame and Sara Spanier</li> <li>○ Committee leaders will be discussed at the committee level.</li> </ul> </li> <li>● Date for Board retreat May 23 1:00-5:00pm- pass out parking info, pre-reading <ul style="list-style-type: none"> <li>○ Thank you for making the time and coming prepared to discuss the future.</li> </ul> </li> </ul>	Jonathan and Chris
6:30	<b>Finance: - 15 minutes</b> <ul style="list-style-type: none"> <li>● Actuals vs budget for 17-18: <ul style="list-style-type: none"> <li>○ The budgets are right on track for this point in the year. Please see attached packet for more details.</li> </ul> </li> <li>● Discussion of possible raise and budget implications: <ul style="list-style-type: none"> <li>○ Several variables, including Title 1 funding and PPR have been solidified by the district and the state therefore working budget is currently more accurate.</li> <li>○ Both schools are looking at a 2% increase in teacher pay.</li> <li>○ Tom brought up that if the schools can afford it to consider a 3% increase. Jonathan asked Chris to review other options for raises/bonuses for teachers.</li> <li>○ This is dependent on the contingency in each budget.</li> </ul> </li> <li>● Update on Bond funds: <ul style="list-style-type: none"> <li>○ Cinderella bonds are a potential option, pay a higher rate for a period of time, and then drop to a tax free rate for the remainder. This is a way to pay less interest rate over the 10 year period. Eric will be reaching out to banks with this contact to see if there is a deal that would be beneficial to our organization.</li> </ul> </li> </ul>	Eric
7:00	<b>Administrative Updates 45 minutes</b> Jonathan would like to thank the principals and the teachers for their hard work this school year. <b>HASE</b> Update on goals for the year, programs put in place to work toward those goals and potential	Sarah Verni-Lau

	<p>outcomes:</p> <ul style="list-style-type: none"> <li>● Assessment Data: <ul style="list-style-type: none"> <li>○ This is the strongest math data we have seen in a long time. Overall the school met 118% of their growth goal.</li> <li>○ In reading the school met 116% of their growth goal.</li> </ul> </li> <li>● Changes for next year: <ul style="list-style-type: none"> <li>○ Switched from an ELD teacher to an ELD coordinator</li> <li>○ School counselor is leading classes 2x a week in k-5</li> <li>○ DPS Psychologist will be in the building 4 days a week serving a larger portion of the population</li> <li>○ Social Emotional curriculum k-8 taught weekly Life skills in the middle school and Second step in the elementary grades</li> <li>○ Love and logic training for all teachers</li> </ul> </li> </ul> <p><b>HANE</b></p> <p>Update on goals for the year, programs put in place to work toward those goals and potential outcomes:</p> <ul style="list-style-type: none"> <li>● Assessment Data: <ul style="list-style-type: none"> <li>○ 100% of students met their growth goals in ECE</li> <li>○ Nearly all students ended year meeting level goals in all categories as well.</li> <li>○ In Math, 54% of students are on or above grade level and overall, the school met 91% of their growth goal.</li> <li>○ In reading, 67% are on or above grade level and overall the school met 105% of their growth goal.</li> </ul> </li> <li>● Changes for next year: <ul style="list-style-type: none"> <li>○ 2 APs that are focusing on lower/ and upper elementary respectively</li> <li>○ School counselor: non DPS</li> <li>○ MTSS Coordinator will have an academic as well as behavioral focus</li> <li>○ 4 interventionists</li> <li>○ Zoo phonics program ECE-2</li> <li>○ Slosson Literacy Intervention Screener</li> <li>○ LLI Literacy (tier II)</li> <li>○ Orton-Gillingham Literacy (tier III)</li> <li>○ Zearn Math Intervention Program</li> <li>○ Conscious Discipline Phase II</li> <li>○ School-wide anti-bullying program through the school counselor</li> </ul> </li> <li>● Focus areas: <ul style="list-style-type: none"> <li>○ Continuing to build ELD program</li> <li>○ Academic/ Behavior Intervention MTSS</li> <li>○ Internal data collection and use</li> <li>○ Instructional planning and practice</li> </ul> </li> </ul>	Guerin Gray
<b>7:45</b>	<b>Break</b>	
<b>7:50</b>	<p><b>Network:</b></p> <p>Revisit prior goals from Strategic plan for Dec 2016 and where we are now?</p> <p>2017 Goals and themes and groupings:</p> <ul style="list-style-type: none"> <li>● One choice made was to take growth and expansion off the table being we had leadership turnover at both campuses</li> </ul>	Chris Ferris

- Instead we agreed to focus on setting a stronger foundation for Highline at both current schools to do this we set three goals:

Holistic student success: All students will demonstrate distinguished academic, personal, and civic excellence for life beyond Highline Academy

- Progress to Date:
  - HASE is a green school- but has significant gaps between sub-groups that put it on the edge of being yellow last year. The faculty- under Sarah Verni-Lau's guidance has been focused more on growth and intervention services this year and we expect to see a stronger outcome in sub group scores when the PARCC scores are released in late summer.
  - The district has increased the proficiency rate for PARCC scores for this year from 30% to 50% and increased the expectations for English Learners as well. We think HASE will still be a green school next year with all of these changes- but DPS is predicting many schools that have been green for years will drop to yellow.
  - At HANE we dropped to yellow this year. This was due to low PARCC scores for the one grade that took the test- 3rd and also lower growth and proficiency in the Read Act assessment as well as the assessment for English Learners than prior years. The faculty- under Guerin Gray's guidance have show stronger growth in Read Act performance and English Language Learners.
  - The HANE proficiency rates in PARCC for 3rd and 4th are likely to fall below the new 50% mark. So we will likely stay yellow this coming year.
- Work In Progress:
  - Teacher created, standards-based assessments common across network
  - Developing assessment for civic excellence with Reach Up Committee
  - Closing gaps between sub-groups at both campuses

Operating Model and Brand: 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.

- Progress to Date:
  - Development and implementation of new logo with community input
  - Engagement in Talk to Action and Colorado League Diversity Initiative
  - Leadership training and strategic planning with the National Equity Institute
  - The Denver Foundation Grant for \$10,000 for equity initiative
- Work Still to be Done:
  - Develop better ways to "tell our story" for marketing purposes- video, newsletters and press releases
  - Develop more events for parents and community to promote the mission in the Denver community

Diversity, Equity, and Inclusion:

- Progress to Date:
  - Leadership training with National Equity Project with follow up coaching to develop plans for next year
  - All staff initial discussion of needs and challenges (held in May) with clear identified needs for additional training and support
  - Additional diversity added to staff (35% of new hires)
- Plans for Next Year:

	<ul style="list-style-type: none"> <li>○ Two days in Summer Institute for all staff training with the National Equity Project- to better understand inequity and how to develop tools for talking about bias. This will help all staff have the same vocabulary and basic understanding. (10K)</li> <li>○ Border Crossers in October for staff and parents- this training will be specifically about racism- what it is and its history and then practice role playing how to respond to children when there is an incident of racism (6K)</li> <li>○ Assessment by a third party (likely Spring Institute) to help us determine growth areas and to set goals. (5K)</li> <li>● Work Still to be Done: <ul style="list-style-type: none"> <li>○ Raise additional funds for this work</li> <li>○ To develop new procedures and practices in response to what we learn and discover in the initial trainings</li> <li>○ Develop leaders within the organization to continue training for new teachers and for furthering our growth as an organization in this area</li> </ul> </li> </ul> <p>Network Areas of Focus for 18-19</p> <ol style="list-style-type: none"> <li>1. Reach In- As a learning organization, we are committed to the growth of all of our staff therefore: we will develop, refine and implement a robust, self-reflective, growth-minded evaluation system for all employees.</li> <li>2. Reach Up- School leaders and teachers need quality, reliable data and an easy to use assessment tracking system in order to make the best educational choices therefore: We will research, develop, train and implement robust assessments and a data reporting system to be used across all of our schools.</li> <li>3. Reach Out: Diversity and the success of all students is central to the Highline mission therefore: We will lead all staff in deepening their knowledge and awareness of how oppression impacts all of us. We will give them tools to support academic outcomes for our low income students and our students of color, as well as help them to develop more cultural sensitivity in engaging families and colleagues.</li> <li>4. Reach Out- Small class sizes and additional teachers for performance groups and intervention is a central part of Highline’s success therefore we are committed to develop a sustainable network level fundraising program to support these initiatives without impacting schools’ budgets.</li> </ol>	
8:20	<p><b>REACH UP- 10 minutes</b></p> <ul style="list-style-type: none"> <li>● Civic Excellence update: Committee has been focused on defining Civic Excellence and how to measure it. Didi Fahey will be consulting to determine how to assess our students in their civic excellence. The next phase would be to purchase some of the services from Didi to activate the surveys in the students.</li> </ul>	Nate
8:30	<p><b>REACH OUT: 10 minutes</b></p> <ul style="list-style-type: none"> <li>● Report on Board fundraiser: debriefed the event to determine what went well and how we can improve: The speakers did a great job, it was a great trial run for a board fundraiser.</li> <li>● Challenges: Very close to the silent auction, work to refine the messaging for the individuals, excited about a grandparents event, specific task for funds</li> <li>● 37 people at the event</li> <li>● Raised \$1,300</li> </ul>	Tom

<p><b>8:40</b></p>	<p><b>New Business</b>          Joe Whitfield may be joining the discussion at the retreat on Wednesday and will hopefully be joining the board over the summer.</p>	
<p><b>8:40</b></p>	<p><b>Reminders/Announcements</b>          Next BOD meeting:  <ul style="list-style-type: none"> <li>● June 18 - HANE</li> </ul>           Upcoming campus events for Board participation:  <ul style="list-style-type: none"> <li>● <i>8th grade continuation Thursday, May 24, 2018</i></li> </ul> <i>Denver First Church</i>  <a href="#"><u>3800 E Hampden Avenue</u></a>  <a href="#"><u>Cherry Hills Village, CO 80113</u></a>  <i>6:00 pm - 7:30 pm</i></p>	<p>Sandra</p>
<p><b>8:45</b></p>	<p><b>Adjournment</b>          Faye motioned to adjourn          Brent seconded          Motion passed unanimously.</p>	<p>Jonathan</p>