



HighlineAcademy
Charter Schools

AGENDA

Full Board of Directors' Meeting

Monday December 3, 2018

6:15 - 8:30 pm

The meeting will be held at:

Highline Academy Southeast Campus

**2170 S Dahlia St
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.

The Board uses a series of qualifiers, where appropriate, to help clarify the nature of each presentation/report.

1. The decision has been made and updates are provided (Inform)
2. Input is needed to assist the board to make the best decision (Discussion/Input)
3. Brainstorming is needed to help identify all options (Brainstorm)
4. Input and/or decision is assigned to a Special Committee (Small Group)
5. The decision is ready for vote (Vote)

ATTENDANCE

Board Executive Committee:

Jonathan Tee, Board President
Eric Neumann, Treasurer
Sandra Grahame, Co-Secretary

Board Members:

Brent Baribeau, Board Member
Drew Kent, Board Member
Faye Gangle, Board Member
James Coleman, Board Member
Joe Whitfield, Board Member
Kaya Taylor, Board Member

Members:

Chris Ferris, Highline Executive Director
Guerin Gray, HANE Principal
Sarah Verni-Lau, HASE Principal
Brittany Joyce, Highline Development Manager
Courtney Fry, HASE Teacher Liaison
Manda Troutman, HANE Teacher Liaison
Heather Miles, HASE Teacher Liaison
Tammy Schoehals, HANE Teacher Liaison

Other:

Bailey Holyfield, DPS

Absent:

Nathan Byford, Board Vice President
Sara Spanier, Co-Secretary

<i>Topic</i>	<i>Presenter</i>	<i>Goals</i>	<i>Qualifier/ Outcome</i>
Call to Order - (6:21pm) <ul style="list-style-type: none">• Quorum Establish- pass contact info sheet• Agenda Confirm• Mission and Vision Restated - view promo video<ul style="list-style-type: none">○ Four, 30 second videos promoting Highline Overall, HASE Garden, REACH Program, and Performance Groups<ul style="list-style-type: none">▪ Will be posted on updated website and included in school presentations. Already posted on Highline’s YouTube channel here and in December newsletters.	Jonathan Tee	Governance	Inform/ Discussion
Consent Agenda - (6:32pm) <ul style="list-style-type: none">• Minutes from Sept and Oct Meetings<ul style="list-style-type: none">○ There were no comments on the minutes.• DEI Update<ul style="list-style-type: none">○ Highline is bringing in its partner, <i>Center for Racial Justice in Education</i>, to come deliver workshops for staff, parents and educators on	Jonathan Tee	Governance	Vote

<p>dismantling racism in the classroom and reversing unconscious racial bias. The workshops will be held January 7th and 8th.</p> <ul style="list-style-type: none"> ● E.D. reviewed dashboard on goals 			
<p>Public Comment - (6:467pm)</p> <ul style="list-style-type: none"> ● Nothing from Bailey Holyfield 			
<p>DPS Presentation on Tiered Supports for HANE - (6:47pm)</p> <ul style="list-style-type: none"> ● HANE needs more intensive support. 1st step is to present all the data to the Board. ● Highlights: <ul style="list-style-type: none"> ○ Data set is more limited given low tenure - more narrow in scope (fewer comparative indicators). ○ Trajectory for English Language Learners success metrics increased. ○ Early literacy - There is new data for the school to track (leading data sets did not count on SPF - provides trajectory). ○ School menu of supports include: prescriptive and opt-in suggestions based on what is in alignment with school's mission and vision. Best practices in form of Peer connections - connecting/visiting with schools to learn and observe; E.D. cohort to partner and brain share. ○ E.D. will send supplemental DPS PPT 	Bailey Holyfield	Governance	Inform
<p>Finance Committee - (7:11pm)</p> <ul style="list-style-type: none"> ● Audit: Completed and finalized. Needs to be approved. <ul style="list-style-type: none"> ○ <u>HANE</u> <ul style="list-style-type: none"> ■ Financials YTD: On track to hit 2019 forecasted numbers ■ Salaries lower due to replacement by temporary labor ■ Spend on books & periodicals higher by 60% ■ No material revisions anticipated ○ <u>HASE</u> <ul style="list-style-type: none"> ■ Salaries low; Expenses in line ■ Rent - debt service changed due to refinance ■ \$15k for lockers to be replaced ■ \$180k inflow due to refinance deal; might use extra funds to pay down debt ■ Debt per student went down due to higher enrollment and refinancing ○ Both campuses - Always need 60 days of cash and less than 1:1 debt covenant ratios most important to bank ● Vote to allocate funds and approve policy for K/ECE 	Eric Neumann	Fiscal Oversight	Vote

<p>Board Scholarship Policy</p> <ul style="list-style-type: none"> ○ \$10k will be set aside in annual budget for the scholarship for founding Board members and families. ○ A motion was made and seconded to adopt the policy and approve the funds. The motion passed unanimously. 			
<p>Board Development - (7:42pm)</p> <p>What does it mean to be a charter school? Overview of DPS and state requirements, laws and current politics - a quick interactive quiz followed by update on Superintendent search and charter politics</p> <ul style="list-style-type: none"> ● Board members played a game to test knowledge of what it means to be a charter school. Clarity provided by E.D. on some topics. ● E.D. provided an update on Susana Cordova as likely new Superintendent and her approach to education, stance on charter schools. 	Chris Ferris	Monitor	Inform
<p>Strategy Session - (7:54pm)</p> <p>Return to SWOT from August - discuss starting a task force for looking at HANE middle school options</p> <ul style="list-style-type: none"> ● Board reviewed SWOT ● James Coleman - biggest concern is that the community assumes charter schools have a motive other than providing a quality education for students. Would like to see more parents advocate why charter schools are important and valuable to them. ● Need to communicate, articulate and market unique vision and mission - one page to speak to performance grouping, REACH, the whole child (Reach Out committee will work on developing). ● Swap 'liberal arts' with 'whole child' messaging ● Middle school: Does our community have an appetite for a Highline Middle school? Looking for 1-2 Board members to sit on a task force. What targets would need to be met for academics, planning, etc.? Public may not be eager to replicate an orange school (2-year measure). 	Jonathan	Strategize	Discuss
<p>Reach Up - (8:06pm)</p> <ul style="list-style-type: none"> ● Recap on what assessments are given at both campuses, how they are rolling up, and timeline on each. ● When can we look at longitudinal data sets. ● Executive Director Data Dashboard update ● Culture and buy-in of assessments <ul style="list-style-type: none"> ○ There will be a deeper dive at the next Board meeting after assessment results are in. 	Joe Whitfield	Monitor	Inform

<p>REACH IN: (8:11pm) Look for potential Board candidates- we have up to 3 members leaving in 2019. E.D. is engaged with a small cohort of other Denver charter schools in a series of trainings led by Charter Board Partners. Participating schools are then matched with a local community member who could be a great match for our organization. There are two trainings coming up that are open to all Highline Board members on December 13 and January 26.</p>	Jonathan	Monitor	Inform
<p>Reach Out: (8:13pm) Colorado Gives Day is tomorrow! Remind your network. The Board has a responsibility to make a meaningful donation.</p> <p>Pop-up Book shop for HANE library fundraiser in the spring</p> <ul style="list-style-type: none"> ● Will have more to share on a Board fundraiser at the next Board meeting in January 	Brent	Monitor	Inform
<p>Reminders/Announcements (8:17pm)</p> <p>Next BOD meeting: HANE January 28, 2019 at 6:15 pm (HANE)</p> <p>Upcoming Events:</p> <ul style="list-style-type: none"> ● Middle School night at HANE: Thursday, December 6th at 4:30pm. Representative from Choice Process will be present to address questions and concerns. ● Winter Concerts on December 11th and 13th. Please come out and show your support! ● HANE Fairway Villas Concert on December 14th 	Sandra		Inform
<p>Adjournment (8:21pm)</p> <p>With no further business for discussion, a motion made and seconded to adjourn the meeting.</p>	Jonathan		