

**Imagine Classical Academy
Board Agenda**

Monday, January 22, 2018

*Where students are classically trained, culturally literate, and globally prepared.
6464 Peterson Road • Colorado Springs, CO 80923*

Regular Meeting at 6:00pm in Room 209

The mission of the Imagine Classical Academy at Indigo Ranch is to positively shape the hearts and minds of our students by providing them with an academically rigorous and content rich curriculum, a learning environment of high expectations for student achievement in which character is modeled and promoted within a collaborative community based on trusting relationships.

The Board shall use the Mission, the Motto and the Six Measures of Excellence (Shared Values, Parent Choice, Academic Growth, Character Education, Economic Sustainability, and School Development) as the filter for all decision making.

1. Call to Order – (6:03pm) Chris Dempsey called the meeting to order.
2. Roll Call – (6:03pm) Markus Bahnemann, Chris Dempsey, Michael Phillipich, Natasha Dempsey, Frank Fowler, Nancy Box, Monte Lange, Valerie O'Brien, Lisa Baker
3. Pledge of Allegiance – (6:04pm)
4. Mission Statement – (6:04pm) Markus Bahnemann read the mission statement
5. Approval of Board Meeting Agenda (6:04pm) – Michael Phillipich motioned to approve the agenda as presented, Natasha Dempsey seconded. Motion passed 4-0
6. Comments from the Public – No comments
7. Approval of minutes
 - a. December 4, 2017 (6:05pm) - Michael Phillipich motioned to approve the meeting minutes as presented, Natasha Dempsey seconded. Motion passed 4-0
8. Treasurer's/Business Manager's Report on Trend (6:06pm) - Michael Phillipich noted that READ Act Funds were received in December. In addition, the playground work was paid for in December. The MLO 3A and 3B funds were received in January; therefore we should see an improvement to the trend for January.
9. Dashboard (Principal's Report) (6:10pm) – Dibels data was discussed in depth. 2nd and 3rd grade is showing very solid reading skills. However 2nd grade does show a decrease of 1 point. Frank noted that decrease may be due to the number of 2nd grade students we accepted in October when we added the 4th 2nd grade classroom. Natasha requested an action item to identify the cause of this down turn.
10. Accountability Committee Report (6:20pm) – Lisa Baker, President of School Accountability Committee (SAC) presented that the SAC is in the process of redoing the by- laws and posting items online such as the meeting minutes and agendas. She is focusing on helping to organize the committee and educate the staff on the financial aspects of the school. She wants to make sure the teachers feel heard and we are using resources efficiently. Chris Dempsey mentioned that he would like to see more teachers involved to allow them to have another avenue to voice their needs.
11. Regional Report (6:27pm) – Nancy Box presented on the research Firestone did a few years ago for investment vehicles. At the time the school board found that the amount of return was not worth the effort. They found that the best options were either a savings account or a CD but choose a savings account so that the money was not tied up for a certain time period. Currently they are using a PDPA savings account and making about \$100 per \$500k. Michael Phillipich did some research as well, and found that while Tabor is not supposed to be used, a number of schools in Colorado have used their Tabor funds by sinking the money into the building. Although that may or may not be worthwhile. It was noted that any investment vehicle utilized must be approved for public funds. Michael Phillipich wants to pursue further.
 - a. Staff Training (6:31pm)
 - i. Reporting Procedures
 1. Chain of Command – There is a process for chain of command in the handbook.

Nancy highlighted that it is important for all members and staff to reiterate the chain of command to parents when an issue arises. Chris Dempsey would like to see the staff reminded of the chain of command during the monthly staff meeting, to avoid gossip among the staff.

ii. Sexual Harassment (6:36pm)

1. – Scheduled for February 8th during a staff meeting, this training will be completed by Heather from Arizona

b. Water Mitigation (6:38pm)

- i. Status – Schoolhouse Finance has been notified and is working with a construction expert. They are also working with RBB, the local engineering firm that originally worked on the building. After the review is complete a site visit will be schedule within the next week or two. They hope to have a suggested plan of action for the water mitigation issues very soon. Imagine has received 2 bids already for the previous scope but will review those with the engineer once the new issues are evaluated. A new update will be given at the next meeting.

12. Discussion Items

- A. Charter Renewal (6:40pm) – Scheduled for January 24th at 6:30pm in the District Board Room off of Woodmen Road. Frank, Chris and Nancy will be present for the meeting. Frank will invite some parents and students to attend the meeting as well.
- B. Board Training (Mike to Present) (6:42pm) – Chris Dempsey and Michael Phillipich have both received certificate for completion. Markus Bahnemann is still working to complete his training.
 - a. Modules – Natasha reported that the modules take a lot more time than initially expected. She is approx. $\frac{3}{4}$ of the way done. She would suggest a 90 day time frame for completion for new members.
 - b. Quarterly Board Self-Assessment – Michael Phillipich would like to see the board create a plan to fill in any training gaps the members may find after attending the conference in March. Markus Bahnemann mentioned the board has full and half day training opportunities. There is also a survey available to highlight training that might be relevant. He also mentioned it may be worth conducting the training once the open board seat is filled, rather than have that new person miss valuable training. There was discussion about utilizing sub committees and informing the teachers about what the board accomplishes. Maybe consider holding a quarterly town hall meeting for the parents with an open forum for questions.
- C. ESP Evaluation (6:59pm) – Markus presented his findings after contacting the Colorado League of Charter Schools. He was received an example that another school uses and found it to be very similar to what we are currently using. Conclusion is we as a board need to edit the document we currently have, work through the contract and decide what the expectations are for Imagine and for the Board going forward. Monte presented a history of the document. It was a result of the previous charter renewal; D49 requested that the evaluation be performed annually. After that was agreed upon, there was a significant amount of turnover within the board. Therefore, Imagine worked to develop the form during the midst of the turnover so that it would not fall through the cracks. Chris Dempsey would like to see the wording be updated to be more appropriately reflecting the ESP vs just the school administration. Monte would be happy to work with Markus in a subcommittee to get this completed. Needs to be done NLT September 30, 2018.
- D. Bylaws (7:12pm) – Natasha presented an update on the by-laws. With the board member vacancy there became a need to update the by-laws. There are currently three versions, one is dated, two others are non-dated which created a lot of confusion. Natasha noted that there is also a memo of understanding from the district that explains that it is not appropriate to replace a board member without a voting body. The ideal path forward would be to have the by-laws reflect 2 appointed members and 3 parent votes members, have it formally adopted by the board and then move forward. This is also a great opportunity to review the entire document and make revisions. The board will also correct the name on the by-laws to match the Secretary of State filing. Also, noted that we need to look at how best to maintain board terms when a member vacates a position early. Natasha is hoping to have a first read for the work session in February. This will be an action item for the next work session.
- E. Preschool (7:30pm) – Natasha researched the current operation of the preschool in depth. The by-laws state that we are a publicly chartered school for k-8. Preschool is not mentioned. There are three options for the preschool moving forward: private with a separate tax id is one option though Natasha noted this probably not a good option for a financially sustainable solution. It would be more burdensome than necessary. Another option is to charter through the district as a prek-8, this option would require SPED services for any preschool student that would qualify. It was noted that often times schools go this route

for philosophical reasons. This option would be a cleaner overall process. Third option is a hybrid version of the two, utilizing fund 27 which is revenues for a specific purpose. The district has mentioned this as an operating model. However, issues with this option are the contract with the district wording seems to limit our ability to do this. Legally we are only able to operate a k-8 charter school. We would need to get it chartered under the district or reword the contract with the district to make this a viable option. Natasha needs some clarity on the paths we may follow. She will present on her findings at the next meeting. This may hold up some of the by-law revisions.

- F. Open Board Seat (7:44pm) – Natasha noted that we should be able to move forward advertising the open board seat prior to the by-laws revision, however she needs clarification on board member term.
- G. 2018 Colorado Charter Schools Conference (7:48pm) – Chris Dempsey reminded the board members of the conference in March.
- H. Fees (7:48pm)
 - a. Preschool Tuition – Chris Dempsey reviewed local preschool tuition amounts. It was decided that the tuition discussion will be tabled as part of the decision on the path moving forward with the preschool.
 - b. Kindergarten Tuition – After review of local kindergarten tuition, it was agreed that there is no need for an increase.
 - c. Student Fees – The board agreed that the fee for the middle school field trip should be increased to reflect the full cost of the trip and transportation. Also the Latin book fee should be broken out to cover both books at actual prices.

- 13. Vote to Adjourn to Executive Session (8:21pm) Natasha Dempsey motioned to adjourn to executive session, Michael Phillipich seconded the motion, passed 4-0

Executive Session

Negotiation strategy and instructing negotiators, i.e., contract negotiations, CRS 24-6-402(4)(e))

- 14. Vote to Adjourn from Executive Session – (9:27pm)
- 15. Action Items *(These are items that are for Board Approval by vote, which may require Board discussion.)*
 - a. Any action Items from Executive Session that require a vote: Natasha Dempsey motioned to vote on the executive session action item. Michael Phillipich seconded the motion. Passed 4-0
 - b. 2018 - 2019 ICA School Calendar: There was significant discussion around the calendar, understanding how the school day and contact hours work towards the school mission for a rigorous education. Markus Bahnemann motioned to approve the 2018 – 2019 ICA School Calendar as presented, Natasha Dempsey seconded. The motion passed 4-0
 - c. Preschool Tuition – Tabled for discussion at another date
 - d. Kindergarten Tuition – Michael Phillipich motioned to have the current kindergarten full day tuition of \$100 per month remain, Natasha Dempsey seconded/ The motion passed 4-0
 - e. Student Fees – Michael Phillipich motioned to approve the student fees with a change to the middle school field trip reflecting actual cost per student for ponderosa and transportation, as well as the actual cost for Latin books, Natasha seconded. Motion passed 4-0
- 16. Board Member Communication (9:42pm) – None
- 17. Other Business (9:43pm)
- 18. Adjournment (9:43pm)

PARTICIPATION IN MEETINGS:

Board meetings are generally a time for the Board to hear from the Principal, other senior administration representatives, and those who are scheduled to make presentations on selected topics. Colorado law prohibits the Board from discussing public business other than during public meetings or executive sessions (see below). Therefore, these public sessions are working sessions of the Board that are intended to provide interaction between Board members and administration in an effort to reach decisions on a wide variety of issues. With rare exception, these meetings are not the best place for initial discussion to take place. New initiatives or proposals should typically be discussed first with administration and a formal proposal prepared for presentation at a time when the item can be scheduled on the agenda. Nevertheless, there are times when the Board is discussing a proposal that certain individuals attending the meeting can provide valuable insight, expertise and perspective to assist the Board in making wise and well-informed decisions. Generally, those involved in bringing forth an idea, and those most active in the process of researching and presenting a proposal, will be the ones most likely to be called upon for input during the Board's discussion. In addition, senior administration officials and representatives from other active task forces will be relied upon for their perspective concerning a particular proposal and the impact it will have on various constituencies.

OPEN FORUM/COMMENTS FROM THE PUBLIC:

During each meeting, the Board sets aside a period of time when anyone who wishes to do so may make a brief statement or mini-presentation to the Board on a non-agenda item. The Board will take these comments and suggestions under consideration, but will typically not have adequate time in the schedule or enough information to be able to make a decision or respond during the meeting. The Board may choose to refer such items to the administration for research and the possible future preparation of a recommended course of action to be considered at a later meeting. Open meeting forum is not a time to discuss students, staff, or parents by name.

OTHER VENUES FOR IDEAS AND SUGGESTIONS:

New ideas and suggestions are often best handled by contacting the administration. In addition, there are a number of other venues where interested individuals are encouraged to bring forth ideas and suggestions. These include, but are not limited to, Student Character Council; Parents Teachers Organizations (PTOs), Town Hall Meetings, Principal's Coffees, regularly scheduled parent meetings, and various Task Forces. Proposals which are brought forth through groups such as these, in close cooperation with the administration, are typically organized in a manner that make them easier for the Board to properly consider them and make well-informed decisions.

EXECUTIVE SESSIONS:

While the law requires that most Board meetings be open to the public, the Board may meet in a private, "executive" session to consider the following types of matters: (i) purchase or sale of real estate; (ii) conferences with an attorney for the purpose of receiving legal advice; (iii) matters required to be kept confidential by federal or state laws or regulations; (iv) specialized details of security arrangements or investigations; (v) determination of positions relative to contract negotiations; (vi) personnel matters; (vii) consideration of documents protected by the Open Records Act; and (viii) discussion of most individual student matters.