

Imagine Classical Academy

Where students are classically trained, culturally literate, and globally prepared.

6464 Peterson Colorado Springs, CO 80923

Board Town Hall
May 14, 2018 6:00 P.M.
Gymnasium

May Regular Board Meeting
May 14, 2018 Directly After the Town Hall
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 (8:13pm)
2. Roll Call (8:13pm) Chris Dempsey, Mike Phillipich, Jen Reishus, Markus Bahnemann, Brandon Henry, Frank Fowler, Scott Hunter, Nancy Box, Monte Lange, Valerie O'Brien
3. Pledge of Allegiance (8:14pm)
4. Mission Statement (8:14pm)
5. Approval of May 14, 2018 Board Meeting Agenda (8:14pm) – Markus Bahnemann moved to accept the agenda as presented. Brandon seconded the motion. Motion passed 5-0
6. Approval of April 23, 2018 Board Meeting Minutes (8:15pm) – Markus Bahnemann moved to accept the meeting minutes as presented. Brandon seconded the motion. Motion passes 5-0
7. Comments from the Public (8:16pm) - None
8. Garden Club Presentation (8:0pm) – Jamie LeVake presented about the garden club. She gave a brief overview of the history of the program, explained how it has grown over the past three years and the possibilities for the future of the garden. There was discussion around the possibility of moving the garden beds that are already in use, possibly growing the current location with moveable items that can be relocated etc.
9. Treasurer's/Business Manager's Report on Trend (8:35pm) – Mike Phillipich reported that we are currently showing a slightly positive outcome for the year. Noted that we did not receive Capital Construction funds for April so the trend is reflecting two payments for May. We also received the final MLO amounts for 2017-2018.
10. Dashboard (Principal's Report) (8:36pm) – Frank Fowler updated the TABOR account balance amount in the report. He also discussed recent activities such as 2nd grade poetry night, which was mentioned today in the district 49 literacy meeting this afternoon as well. Chris Dempsey mentioned that the 2nd grade teachers did a phenomenal job on the poetry night. Frank mentioned the 4th quarter of school has had some challenges with discipline. We have 7 suspensions at this point in the quarter, with a total of approx. 12 for the school year.
11. Accountability Committee Report (8:41pm) – nothing to share
12. Regional Report (8:42pm) – Nancy Box reported that the waivers were received back from the CDE with minor comments and revisions suggested. Markus Bahnemann and Nancy Box have worked together to complete the changes and will forward to Andy Franko. Nancy commented that we are still finishing up the OCR complaint. Training was supposed to be completed last week but OCR requested additional information so the training was delayed. That training will be rescheduled. Frank received support from legal concerning a discussion with an employee. Nancy noted that the marketing consultant has not received information back from ICA to concerning the plan for marketing moving forward. Brandon Henry stated that ICA has decided to go a different direction. Monte Lange noted that he is working to schedule the facilities review with an external contractor. Nancy noted that she has had conversations with Frank about dividing up the leadership responsibilities to enhance the administration. Received

a CMAS alert which is what happens when students write certain things within the CMAS documents. The district forwarded the alert and Imagine performed the investigation and worked with the district to close the issue. There was one discussion with a parent about a concern to the district. Nancy has talked with her and believes it is cleared up. Mike will follow up to make sure the situation is closed. There was a PD given to staff to fulfill the OCR staff training requirement.

13. Discussion Items

- A. Open Board Seat as of May 23, 2018 (8:49pm) – Markus Bahnemann will no longer be on the board as of May 23, 2018 once his youngest child graduates 8th grade. Chris Dempsey stated since the summer is usually quiet the board will delay the open position announcement till the fall.
- B. School Operations Plan (8:51pm) – Mike Phillipich has read in both board training and various articles that schools should have a school operations plan but has not seen one at ICA. Scott Hunter explained that we do not currently have one but that we use the board policies as well as the parent handbook and staff handbook to handle day to day operations. Monte Lange and Nancy Box will look into this further to understand what it is and if ICA needs one.
- C. Bylaws/Board Policy Manual
 - a. Signed Board Policy Manual (IIR.BOE_.Policy-Manual.Oct_.2013-2_with-dates) (8:55pm) – Legal counsel has no documentation of the Board Policy Manual ever being approved by vote. Therefore legal has recommended we vote to approve that document.
 - b. Tuition Discount Policy (1st Read) (8:57pm) – Mike Phillipich noted that Imagine has always had a procedure of providing a 50% discount on tuition for staff and family members. In addition the board decided to include all board members on the discount as well.
 - c. Board Expense Policy (1st Read) (9:01pm) – Mike Phillipich noted that for the past three years a number of board members have attended a conference each March that required traveling to Denver as well as meals etc. In recent months there have been an increase of time requirements and activities that necessitates adding a board expense policy. This is a volunteer position and it is only fair to reimburse basic expenses required to perform the duties.
 - d. Financial/Economic Sustainability Policy (2nd Read) (9:06pm) – Chris Dempsey asked for any additional comments or concerns for the second read. None.
 - e. Status of Principal/Assistant Principal Bylaws/Board Policy Manual Review (9:06pm) – Scott Hunter reported that they are approx. 2/3 of the way finished with the Board Policy Manual Review. Nancy Box noted that she is no longer engaged in updating that document. Markus Bahnemann will work on combining all document revisions into one document and work forward from that point.
- D. Dean of Students (9:15pm) – Frank Fowler provided an overview of the process around the need for a Dean of Students for the 2018-2019 school year. A job description was provided as well as a write up about how the Dean of Students will impact the SEP and reporting to the District. Chris Dempsey feels that all the information presented was adequate and this hiring is approved by the Board.
- E. Evaluations
 - a. Principal/Assistant Principal (9:22pm) – Principal evaluations are required by the district. Chris Dempsey has notified Andy Franko that the board has completed the Principal/Assistant Principal evaluations. Lessons learned that paras and non-teaching staff do not need to be involved. Responses have been shared with both and coming soon there will be a discussion with Principal/Assistant Principal and Board. Chris Dempsey noted that this evaluation was for the Board to evaluate, and does not take the place of the Imagine evaluation.
 - b. ESP (9:25pm) – Markus Bahnemann noted that if the contract changes, than the ESP evaluation format will need to be updated. The current format has wording directly out of the current contract. Chris Dempsey commented that we need a list of all the items that Imagine provides so that each item can be ranked on a scale. Mike Phillipich noted that we need a more detailed way to evaluate the ESP, per the repeated comments from the district in previous charter renewals. Monte Lange noted that Imagine developed the evaluation because previous boards did not perform an evaluation. He would like more clarification, to understand what more is needed. Mike Phillipich noted that there needs to be more detail, similar to the monthly review reports.

- F. Waivers (9:37pm) – Markus Bahnemann noted that the changes from CDE have been made and he will forward the updated document to Andy Franko as requested.
 - G. Building (9:39pm) – Water Mitigation update is that the City of Colorado Springs came out again and verified that it is still ground water with no further leaks found. Monte Lange noted that there still is not an update on the question posed at the last meeting on what might happen to the building once the land is properly dried out.
 - H. Consulting Services (9:43pm) – Mike Phillipich noted that Cause and Effect Advisory Services has been utilized to help determine what the Boards strategic vision should be going forward. The suggestion has been made to move forward on staff interviews and a 4 hour seminar to help the school walk through the process to create a strategic plan.
 - I. Preschool Operating Status (LLC) (9:47pm) – Our preschool has their own LLC and EIN number. Chris Dempsey has forwarded that information to Andy Franko.
14. Vote to Adjourn to Executive Session (9:47pm) – Mike Phillipich motioned to adjourn to executive session, Brandon Bahnemann seconded the motion. Motion passed 5-0

Executive Session

- **C.R.S. 24-6-402(4)(a)-(h)**
 - (a) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; except that no executive session shall be held for the purpose of concealing the fact that a member of the local public body has a personal interest in such purchase, acquisition, lease, transfer, or sale
 - (e) (I) Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators.
 - (f) (I) Personnel matters except if the employee who is the subject of the session has requested an open meeting, or if the personnel matter involves more than one employee, all of the employees have requested an open meeting. With respect to hearings held pursuant to the "Teacher Employment, Compensation, and Dismissal Act of 1990", article 63 of title 22, C.R.S., the provisions of section 22-63-302 (7)(a), C.R.S., shall govern in lieu of the provisions of this subsection (4).
15. Vote to Adjourn from Executive Session (10:51pm) – Chris Dempsey adjourned from executive session.
16. Action Items (*Items that are for Board Approval by vote, which may require Board discussion.*)
- a. Formally adopt the Board Policy Manual (IIR.BOE_.Policy-Manual.Oct_.2013-2_with-dates) (10:53pm) - Brandon Henry moved to adopt the policy manual as presented. Discussion ensued regarding policies updated since 2013. Brandon Henry retracted his motion. Mike Phillipich moved to adopt the policy manual as presented but to include all policies updated since 2013. Jenn Reishus seconded. Motion passed 5-0
 - b. Financial/Economic Sustainability Policy (10:55pm) - Mike Phillipich moved to adopt the policy as presented. Brandon Henry seconded. Motion passed 5-0.
17. Board Member Communication (10:56pm) - none
18. Other Business (10:56pm) - none
19. Adjournment (10:57pm) - Meeting adjourned by Chris Dempsey
20. Informal Board Self-Assessment (After Meeting Five (5) Minutes) Board assessed that it needs to continue to work on time management. The meeting started much later than usual due to the town hall meeting, so the meeting was under 3 hours.

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.