



MINUTES

Full Board of Directors Meeting

March 20, 2023

6:15 pm

The meeting was held virtually via Zoom using this [link](#)

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:

Joe Whitfield, Chair
Stephanie Grossman, Vice Chair
Marc Furton, Treasurer
Anna Rogers, Secretary

Board Members:

Annie Bielecki, Board Member
Kamrin Coffey, Board Member
Drew Goltermann, Board Member
Gwen Maurello, Board Member
Grace Nailing, Board Member
Meg Ramey, Education First
Kenny Smith, Board Member

Highline Ex-Officio Members:

Chris Ferris, Highline Academy Executive Director
Sarah Verni-Lau, Highline Academy Southeast Principal
Vanessa Rodriguez, Highline Academy Northeast Principal
Brittany Joyce, Highline Director of Strategy and Communications
Manda Troutman, Outreach and Communications Manager
Austin Young, HANE Teacher
Erika Paulino, HASE Front Office Manager
Evette Green, HASE Teacher

Other:

Courtney Fry, HASE Teacher
Jeff Truelock, HASE Teacher
Leah-Michael Dillard, HASE Teacher
Kayle Koomoa, HASE Teacher
Kevin O'Connell, HASE Teacher
Katie Netherton, HASE Teacher
Kaylee Hart, 1st Bank (Board Candidate)
Katherine Casey, Collaborative Healing Initiatives (Board Candidate)

Absent:

Ambar Suero, Board Member
Michael Rodriguez, HANE Teacher

<i>Topic</i>	<i>Presenter</i>	<i>Goals</i>	<i>Outcome</i>
Call to Order – Joe Whitfield – Call to Order (6:18 pm) Quorum Establish A quorum of the Board was established. The agenda was adopted with no changes. Mission Moment Kenny Smith read aloud the mission and vision statement. Kenny shared that the successes we have realized at both Highline campuses better positions us to achieve the goals we have established in our Strategic Plan.			
Consent Agenda – Joe Whitfield – Governance – Vote (6:19 pm) Minutes from the February 24, 2023 meeting - A motion was made by Joe Whitfield and seconded by Drew Goltermann to approve the February 24, 2023 meeting minutes. The motion passed unanimously. February 2023 Budget to Actuals - A motion was made by Joe Whitfield and seconded by Annie Bielecki to approve the consent agenda. The motion passed unanimously.			
See BOD Packet for: - March 2023 Reach Up report - Board Partners Outreach Workbook			
Public Comment (6:21 pm) None			
E.D. Update - Chris Ferris - Inform (6:22 pm) Teacher Salary Scale Update - The salary scale committee is made up of four teacher representatives from each campus. - The committee has met four times and has discussed multiple options for both raising and changing the salary scale. - Committee representatives took options back to their campuses and received feedback from staff on the options. - Highline’s current salary scale was shared, and in comparison to other scales of neighboring districts. - The new, proposed scale was shared, which includes: - A 6% increase for teachers on all lanes of the scale - Teachers in the first two lanes on the scale would also receive an additional \$1,000 - The addition of two a new lanes on the scale: BA+15 and MA+60+ 10 years at Highline - Adding a pathway for teachers without MAs to advance to MA+30. Now if they have a BA+75 and 10 years at Highline they can also move into MA+30.			
Principal Update - Sarah Verni-Lau & Vanessa Rodriguez - Inform (6:28 pm) 2023-24 Staffing and Leadership Development Plans HASE - There is currently only one open position for the 2023-24 school year. - An opportunity for growth from the fall Insight survey results revealed a need to create more pathways for leadership. - As the result of this feedback shared from staff, a leadership cohort was developed for the 2022-23 school year for teachers to learn more about the Admin role. The group meets monthly to discuss specific topics from coaching, hiring, budgeting and doing a deep dive into these content areas. There are 10 teachers who signed up to participate in this program, which began in September.			

- For the 2023-24 school year, several coordinator and leadership roles will be added, including: SEL, GT, ELD, Student Culture Coordinator; PBL, Content, Team Leads; DEI Committee and and PD Planning Team.
- 32 teachers applied for these positions.
- With the last round of ESSER funds we will receive next year, we will also add an Administrative Admin role who will support with behavioral plans and trackers in light of increased wrap-around supports needed after the pandemic. They will also manage the implementation of Restorative Practices across all grade levels.
- The Admin team is committed to building meaningful opportunities for teachers to grow into leadership roles.

HANE

- Four staff members are moving out of state, and two are retiring at the end of the 2022-23 school year.
- The Admin team is seeking consistency for the 2023-24 school year with a dedicated TA for preschool through 1st grade.
- A GT interventionist position will be added next year in support of expanding our GT program and increasing diverse student representation.
- The Admin team has been intentional with creating a SPED, Curriculum, and ELD coordinator positions within the last few years, as well as Educational Technology and Information Library leaders.

Finance Committee - Marc Furton - Inform (6:38 pm)

February 2023 Budget to Actuals

- There are not many updates for this month.
- The committee will meet this Wednesday, March 22nd to review the 2023-24 budget with the new salary scale incorporated.
- The committee will also review the budget trajectory and budget impacts for the next few years in light of the proposed salary scale.
- Typically the Highline Board passes the budget in March, which is not a requirement (budget is due to DPS in June).
- Annie Bielecki asked if different positions such as the coordinator roles will be accounted for in the new salary scale. Chris Ferris explained that coordinator roles salaries are based on the teacher scale with an additional stipend to honor their training and education.
- Gwen Maurelo asked how many teachers would be in the different lanes. There are 12 teachers who would bump up to the BA+15 lane. The Principals and ED are still working on the credits teachers have earned in order to move them into the proper lane on the salary scale.
- What the committee is researching is if the new scale will be sustainable in future years, given ESSR funds will be going away after next school year. We have a good sense of how much PPR will be for 2023-24, however we do not know what the percentage will be in future years, particularly if we face a recession as we did in 20202.
- The goal is to present a budget that will be fiscally responsible while also rewarding teachers with a competitive salary. However, the committee was not able to do this tonight with some moving parts (teacher credits still being logged) and other additional info still needed.

Building Corporation - Chris Ferris - Inform (6:44 pm)

Groundbreaking event - will be held on Tuesday, April 25th

- We hope this date will align closely to the start of construction. This will be a student centered event. We will have 3 stations with a bouncy house and face painting, viewing construction equipment coupled with a craft activity, and an opportunity to hear from the construction vendors and to see the project in different forms. We encourage Board members to attend. Refreshments will be provided.

Latest timeline information on expansion project

- On a quarterly basis, starting next month once construction begins, a member of the Building Corp committee will be attending monthly full Board meetings to share updates about the expansion project.

- After many months of waiting, the school received structural and foundation permits last week. The other permit is currently being reviewed by the state.

Reach Out Committee - Kamrin Coffey - Inform (6:47pm)

Board Partners Outreach Activity

- Members broke out into groups to meet with their assigned Board partner.
- Members discussed what they have done, and plan to do, to generate support for the upcoming HASE auction on Saturday, April 22nd. Funds raised will support enhancements to existing classrooms (new carpet and paint) with work being completed over the summer.
- Kamrin shared that she and her partner Grace discussed who they know in their personal networks who they can reach out to for support. Kamrin explained that she teaches as a dance studio and the owner is a Highline alumni family. They also discussed other ideas that might be appealing to a mass audience (i.e. Broncos tickets) that guests would like to bid on.
- Joe Whitfield shared one way Board members could support is to bring members of their network to the event (purchasing tickets and bidding on items during the event).
- Anna Rogers requested a written note/script to use to solicit donations. Brittany Joyce said she would send this to the Board to support solicitation efforts.
- Gwen Maurello stated that she could donate Broncos Tickets.

Reach In Committee - Stephanie Grossman - Inform (7:12 pm)

Board self-eval; Candidate interviews; Officer nominations

- Board self evaluations are due April 3rd in order to discuss and review for the next Board meeting.
- The committee discussed the 3 current Board candidates (their application highlights, experiences, interests, etc).
- Ambar and Marc volunteered to participate in the candidate interview process.
- The committee reviewed the interview question templates to ensure the questions are still beneficial and insightful for the process.
- For 2023-24 Board leadership positions, Joe Whitfield shared he is interested in remaining Board Chair, and Stephanie Grossman would like to continue on as Vice Chair. Annie Bielecki has accepted the nomination for Board Secretary. Drew Gotlermann and Marc Furton would like to serve as Co-Treasurer. The Board will vote on leadership positions during the June Board meeting.

Board sponsored activities for Teacher & Staff Appreciation & Budget Approval

- The Board has a few plans to recognize teachers and staff the first week of May for appreciation week.
- The Reach In Committee will reach out to Board members to volunteer for a few of the initiatives. The committee would like to provide breakfast or lunch for both campuses, as well as refreshments after the completion of staff headshots.
- Manda Troutman has volunteered to provide professional headshots for staff for a nominal fee.
- A motion was made by Joe Whitfield and seconded by Stephanie Grossman to approve a budget of up to \$5k in support of Board sponsored activities for Teacher and Staff appreciation week. The motion passed unanimously.

Old Business - Chris Ferris - Inform (7:19 pm)

- None.

Reminders/Announcements – Brittany Joyce – Inform (7:20 pm)

- HASE Culturally Responsive Education Event: Tues. Mar 21 from 5:30 - 7:00 pm
- HASE Auction: Sat. April 22 from 6:30 - 9:30 pm at the Four Mile Historic Park. [Click here](#) for tickets.
- Board donations for Sushi Den are due March 24th
- HASE Groundbreaking: Tues. April 25 from 1:30 - 3:30 pm
- Next BOD meeting: Friday, April 28 at 12:00 pm [here via Zoom](#)
 - It was discussed that this time does not work for everyone. Chris expressed the concern that teachers might be interested in attending this meeting in light of the teacher salary scale discussion and Board vote. Brittany Joyce said she would send out a survey to determine the date that would

work for all Board members to meet. The April meeting will then be rescheduled accordingly.

Adjournment – Joe Whitfield – Adjourn Meeting – Vote (7:24 pm)

With no further business up for discussion, a motion was made by Joe Whitfield and seconded by Anna Rogers to adjourn the meeting. The motion passed unanimously.