



MINUTES

Full Board of Directors Meeting

May 15, 2023
7:30 am

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
Meg Ramey, Education First

Highline Ex-Officio Members:

Chris Ferris, Highline Academy Executive Director
Brittany Joyce, Highline Director of Strategy and Communications
Manda Troutman, Outreach and Communications Manager
Austin Young, HANE Teacher

Other:

None

Absent:

Grace Nailing, Board Member
Kenny Smith, Board Member
Ambar Suero, Board Member
Sarah Verni-Lau, Highline Academy Southeast Principal
Vanessa Rodriguez, Highline Academy Northeast Principal
Erika Paulino, HASE Front Office Manager
Evette Green, HASE Teacher
Michael Rodriguez, HANE Teacher

<i>Topic</i>	<i>Presenter</i>	<i>Goals</i>	<i>Outcome</i>
Call to Order – Joe Whitfield – Call to Order (7:33 am) Quorum Establish A quorum of the Board was established. The agenda was adopted with no changes.			
See BOD Packet for: May 15, 2023 meeting agenda			
Public Comment (7:33 am) None			
Building Corporation - Chris Ferris - Vote (7:33 am) Vote to approve setting aside \$82,000 for a Certificate of Deposit - Chris Ferris explained that when entering into a new construction project, you must bring the surrounding sidewalks up to code. This requirement was factored into the overall project plan. - The Southeast campus expansion project will affect portions of the City of Denver’s Right-Of-Way (ROW) along East Warren Avenue. - In order to make these changes within the City’s ROW, the Project Team must apply for a TEP permit that calculates an estimated construction cost estimate for improvements in the ROW. This project’s TEP cost estimate is valued at \$81,889.50, and the City requires a Letter of Credit (LOC) for work valued at \$20,000 or higher. - The City of Denver requires a letter of credit (LOC) for the amount of the sidewalk work so that if the project is not able to be completed, the City will have the necessary funds to do it themselves. - When the work is completed and the City inspects it, they will release us from the LOC and the funds will be returned to Highline Academy. - First Bank will put the funds into a certificate of deposit (CD) so that it will earn interest and be more than \$82k once released. Marc Furton will inform the Board the interest rate on the CD after signing the letter. - This action does require Board approval. - Joe Whitfield asked if the school has enough funds in reserves to enter into this transfer of funds. Chris Ferris explained that we have sufficient funds in reserves. We are required to use funds from the school and not the bond funds because bond funds are not eligible to be put into a CD. - A motion was made by Joe Whitfield and seconded by Stephanie Grossman to approve setting aside \$82,000 for a certificate of deposit as required for a letter of credit to the City of Denver to obtain permits for changes required to the sidewalk as part of the HASE construction project. The motion passed unanimously.			
Reminders/Announcements – Brittany Joyce – Inform (7:38 am) Next BOD meeting: Monday, May 22 at 6:15 pm			
Adjournment – Joe Whitfield – Adjourn Meeting – Vote (7:38 am) With no further business up for discussion, a motion was made by Joe Whitfield and seconded by Marc Furton to adjourn the meeting. The motion passed unanimously.			