



MINUTES

Full Board of Directors' Meeting

**April 26, 2021
6:15pm**

The meeting was held:

[Online via Zoom using this link](#)

**Meeting ID: 773 0836 1046
Password: 1Ptnqa**

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:

Brent Baribeau, Board President
Joe Whitfield, Board Vice President
Marc Furton, Treasurer
Gina Schlieman, Secretary

Board Members:

Gwen Maurello, Board Member
Brandon Hellwig, Board Member
Kenny Smith, Board Member
Drew Kent, Board Member
Anna Rogers, Board Member

Highline Ex-Officio Members:

Chris Ferris, Highline Academy Executive Director
Sarah Verni-Lau, Highline Academy Southeast Principal
Guerin Gray, Highline Academy Northeast Principal
Brittany Joyce, Highline Director of Communications
Leslie Branson, Highline Academy Northeast Teacher
Manda Troutman, Highline Academy Northeast Teacher
Erika Paulino, Highline Academy Southeast Office Manager
Kim Fronapfel, Highline Academy Southeast Teacher

Other:

Stephanie Leigh, HASE Parent
Jen Walmer, Community Member
Franca Benevente, HANE parent
Alex Benevente, HANE Student

Absent:

Ben Garey, Board Member
Teresa Fraiser, Highline HR Director

<i>Topic</i>	<i>Presenter</i>	<i>Goals</i>	<i>Outcome</i>
Call to Order – Brent Baribeau – Call to Order (6:18pm) • Quorum Establish • Agenda Confirm • Mission and Vision restated Quorum established. The agenda was adopted with one change - to move Public Comment before the Consent agenda. Northeast campus student Alex Benevente read aloud the mission and vision statement. Has been a student since ECE and is now in the 4th grade. Appreciates that the school celebrates diversity and that students are able to bring diverse ideas to the classroom. Highline honors diversity by supporting different learning styles, learning about the different contributions of African Americans to our world, hosting annual Culture Week, and more. The REACH program teaches students to be a sportive role model in their communities. He believes it is important to have a school that is committed to advancing equity like Highline.			
Public Comment (6:22 pm) None			
Consent Agenda – Brent Baribeau – Governance – Vote (6:23 pm) • Minutes from the March 22, 2021 meeting • Draft PTO Policy • Retention Policy Update A motion was made by Brent Baribeau and seconded by Drew Kent to approve the consent agenda. The motion passed unanimously.			
See BOD Packet for: (6:25 pm) • 2021-2022 Board meeting dates • March Financials • Board Self Evaluation			
Executive Director Update - Chris Ferris - Inform (6:27 pm) HASE Facility Update • The Design Advisory Group begins meeting this week. The group will have a design plan to present to the Board in August. Through Ben Garey's connections, a group of MBA students at DU are providing a financial analysis for the project. Brent Baribeau formally recognized and thanked Ben for organizing this contribution. RISE Grant and Summer School Programs • We were the recipients of a RISE fund grant, along with 10 other schools, which will allow us to offer summer school for students at both campuses. \$25k was awarded for each campus through the grant. Teachers will make recommendations for students who they feel would benefit from the program. Contracting with Radical Arts Denver (HASE campus only) to provide academic focus for part of the day, and arts projects during the day as well. HANE will have Highline staff oversee the summer school program. We hope this will provide a boost for the students who need it. We anticipate being able to accommodate between 60-75 at each campus, with a focus on rising 3rd-5th graders due to gaps. Will cover all projected expenses at HASE. At HANE, we will need more staffing for the program, so may need to dip into our surplus to pay for those expenses (in the range of \$5-10k maximum). Update on DPS Board & Superintendent Search • At the recent DPS Board meeting, a request by the innovation schools to join partner networks was rejected. This was very concerning for many community members, as there is widespread support for this request. The DPS Board seems very grounded in specific ideologies, and not necessarily to the needs of the community. Jen Bacon is working on a bill at the state legislature to reduce schools' ability to appeal to the State Board of Education. The link to the proposed legislation (HB 21-1295) is here. There are 6 DPS			

Superintendent candidates. We can make an impact during the next school board election in November with four board positions up for election. Brent Baribeau asked if we can align with Transform Education Now (TEN) for advocacy and to engage the larger community on this effort. Brandon Hellwig has a guide that can be shared around the rules on endorsing candidates / issues from the school's platform. Joe Whitfield asked if it is common for the superintendent candidates to be kept so quiet. The DPS board ran some community feedback sessions on the superintendent search during spring break, and there was low turnout for the superintendent survey that DPS circulated.

Update: Virtual Academy not moving forward for 21-22

- For the 2020-21 school year, Highline is serving over 320 virtual academy students. Sent out a survey to gauge interest for next year, and only 22-30 families expressed interest. The vast majority of families would like to return to in-person learning. DPS will be providing a centralized remote option for families who would prefer remote learning next year. The Highline leadership team does not believe remote learning is ideal for students, and particularly for this small number when spread across K-8. Not offering a dedicated remote learning program could be a potential risk financially, with families who may leave Highline for another educational program that does. However, a risk to fund and staff such a small number of students, as well.

Principal Update - Sarah Verni-Lau & Guerin Gray - Inform (6:52 pm)

HANE - Guerin Gray, Principal

- CMAS: Plans changed continually due to changes from the state. Student energy around testing was positive.

HASE - Sarah Verni-Lau, Principal

- CMAS: Closing out now. It was a large logistical lift for CMAS. 3,5,7 grades took reading and writing. Had to bring in all virtual students to test. Due to space, in-person learners had to go remote to accommodate virtual students who needed to come in for testing. Engagement and effort was strong among students. Affirming for teachers to feel that students were prepared and to showcase what they learned and were able to do. Will receive the data in August.

Guerin Gray and Sarah Verni-Lau on Cross campus plan for next year's PD:

Working to align work across campuses more. Meeting regularly and aligning cadence in learning cycles, as well as PD time for teachers, and making a plan so it has the greatest impact for students. Working on a set of standards that will be worked on at the same time. Teachers will have an opportunity to meet to discuss during the school year and the plan for meeting student needs. Will be working on a common skill set for all teachers, and providing time for the Admin team on how to support teachers across our network. Seeking to leverage expertise at both campuses and working toward our 'One Highline' goal as captured in the Strategic Plan. The Admin team from the opposite campus will conduct visits to identify opportunities, glows. Great opportunity to learn from one another and to grow together.

- Challenges with this plan: Communicating clearly what we do and why with the other campus. Making decisions that honor the needs and culture of each campus. Deciding when to push for more alignment or to allow for more individuality will be a challenge, but the ultimate goal will be to make the greatest impact for our students.

Finance Committee – Marc Furton – Fiscal Oversight – Inform (7:03 pm)

Budget to Actuals

- Close to baseline for revenue and expense at both campuses, at 75% of the way through the budget. We are slightly under on the 75% baseline for revenue is due to grants that have come in, or will be coming in.
- Debt service coverage ratio: Projected to come in at 2.52 (needs to remain greater than 1.1). Projected to come in at 125 days cash on hand (needs to remain greater than 60 days).
- PPR revenue: There will be supplemental PPR payments forthcoming, \$73,000 for HASE and \$74,000 for HANE.
- Greatest expenses are salaries and benefits, which are tracking near baseline. No major concerns.
- Financial impact of PTO policy change for 2021-22: The number of days that teachers can carry over will be

6 days (currently it is 3 days). The additional cost is estimated to be \$30k that Highline will payout annually to fund the additional carry over days, which will support teacher pay and increase staff morale.

Updates on State and Federal Budget

- State: Highline is budgeting 6% PPR for 2021-22, however what is being proposed is a 9% increase. This will be confirmed once the state budget is passed in June.
- Federal: Still waiting to hear what the amount will be from the most recent round of stimulus funding. Will need to tie to a COVID related expenses. There are restrictions that will come with these funds.
- ESSR funding is continuing for 2021-22. This is Federal funding that supports schools in light of COVID.
- The Finance committee is considering retention bonuses vs. salary increases because salary increases have an impact on the budget for years to come.

Reach Out Committee - Brittany Joyce - Inform (7:13 pm)

One Highline Movement - post event report

- The event had 3 main objectives:
 - Share what Highline is already doing to create equity in education and introduce our strategic plan as our focus to tackle these issues over the next 5 years. Rally around the strategic plan in support of our students and their future.
 - Engage the larger community in a conversation about the state of inequity in education; how it is impacting students; and what we can do differently to change outcomes for our kids (collectively and individually).
 - Based on the feedback received from parents, provide an opportunity to continue these conversations with different voices in our community and further Highline's role as a leader to advance this work.
 - Gain new supporters who would like to be a part of our program or advance our cause (join the SAC at either campus, Board of Directors, Parents for DEI, advocate politically in support of charters, volunteer in classrooms, donate, etc.)
- The event was held on Tuesday, April 20th from 8-9pm. We had 103 registered guests and 75 attendees. Many were Highline families and staff, however had community members from different spheres join as well. We raised \$3,325 (\$3k in sponsorships secured by the Network team). We pivoted slightly in light of the Chauvin verdict to give space and acknowledge the moment. It was a very engaging and educational conversation that participants stated was very beneficial.
- We are being asked to host another event like this again this year. We are thinking in the fall of 2021.
- Would love to see more engagement from the Board in the future to help promote, secure sponsors, and registered guests.

Reach In - Brent Baribeau - Governance - Inform (7:20 pm)

Request for Board officer nominations

- In May, Board members will submit nominations for officer positions. The Board will vote on officer positions in the June meeting.
- The REACH In committee is interviewing Board candidates to join the Board for 2021-22.

Board self evaluations

- The self evaluation is included in this meeting's Board packet. Please submit to Brent Baribeau and Gina Schlieman. This will allow us to assess where we are as a Board, and where we want to place new members based on strengths.
- Support for teacher appreciation - the Board is providing breakfast for each campus. Seeking volunteers to help distribute and say thanks to teachers in-person. Based on what is left over from the breakfast food order, we will order Amazon gift cards for staff. Board members will soon receive a link to record a short recording to thank teachers and the video will compile all recordings into one video.

DEI Committee - Brandon Hellwig - Inform (7:25pm)

Student nominations for teacher Reach awards as a way of measuring student curriculum

- Parents for DEI meetings - consistently hear positive feedback from parents to see Highline leadership and staff present.

- In order to help measure the DEI goals set forth in our strategic plan, we would like to nominate teachers who have been intentional with infusing DEI curriculum and being culturally responsive with students. Proposing that these teachers would receive a DEI REACH award, with students also being able to submit nominations.
- Erika Paulino said Highline did this in the past, and students appreciated being able to share a REACH award with teachers.
- Hiring and retention report: In response to the strategic plan, would like to capture how many students had a teacher of color and how we are growing in this area.

Old Business - Brent Baribeau - Inform (7:36 pm)

Chris Ferris wanted to remind Board members to volunteer to be present at the campuses for the teacher appreciation breakfasts from the Board.

Reminders/Announcements – Brent Baribeau – Inform (7:38 pm)

Next Full BOD meetings:

- Monday, May 17 or 24, 2021
- Monday, June 21, 2021

Upcoming campus events for Board participation:

- Teacher Appreciation Week: May 3-7
- Board support for HASE: Wednesday, May 5
- Board support for HANE: Tuesday, May 4

Adjournment – Brent Baribeau – End Meeting – Vote (7:38 pm)

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