



MINUTES

Full Board of Directors Meeting

December 3, 2021

8:00am

The meeting was held:

[Online via Zoom using this link](#)

Dial-in Number: 16699006833,,85682294542#

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
Gwen Maurello, Co-Chair
Joe Whitfield, Co-Chair
Marc Furton, Treasurer
Anna Rogers, Secretary

Board Members:

Kamrin Coffey, Board Member
Stephanie Grossman, Board Member
Brandon Hellwig, Board Member
Drew Kent, Board Member
Grace Nailing, Board Member
Kenny Smith, 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
Teresa Fraiser, HR Director
Erika Paulino, HASE Office Manager
Austin Young, Northeast Campus Teacher

Other:

Heather Knight, Project Manager

Absent:

Ben Garey, Board Member
Heather Miles, Southeast Campus Teacher
Leah Gerig, Northeast Campus Teacher

<i>Topic</i>	<i>Presenter</i>	<i>Goals</i>	<i>Outcome</i>
Call to Order – Brent Baribeau – Call to Order (8:06 am) • Quorum Establish • Agenda Confirm • Mission and Vision restated A quorum of the Board was established. The agenda was adopted with no changes. Stephanie Grossman read aloud the mission and vision statement. She said Highline supports the entire community (students, educators, families) where everyone is provided the same opportunities to excel. Everyone has the opportunity to be a valued member of the Highline community and is welcomed when they walk through the door.			
Consent Agenda – Brent Baribeau – Governance – Vote (8:08 am) • October 25, 2021 meeting • October 2021 budget to actuals 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: (8:09 am) • Evidence of Compliance regarding Governance for Charter Renewal • ECE at HASE presentation • Principal update materials • HANE STAR Data (growth report) • Black Excellence Resolution presentation			
Public Comment (8:10 am) There was no public comment.			
Executive Director Update - Chris Ferris - Inform (8:10 am) HASE Charter renewal update The HASE renewal is going exceptionally well. The DPS Board asked Highline to share our governance model and practices with other charter schools as a model. We anticipate a 5 year renewal; this is the longest time possible. The vote might not be unanimous due to some DPS board members not being pro charter. Timeline: • December 14, 2021: District staff share renewal recommendations and supporting evidence with Boards and schools • January 6, 2022: (Optional) At the Board's request, district staff may present the recommendations for renewal terms and the supporting evidence at a public meeting prior to the vote • January 11, 2022: Public comment session on charter renewals • January 13, 2022: Board votes on charter renewals (special renewal-only meeting) • Choice Round 1 starts January 14, 2022 PMT reviewed evidence of Highline's compliance related to <i>Domain 5: Governance</i> , and noted no issues. ECE at HASE - Budget, Program, Next Steps • Opening an ECE program at HASE is in line with our strategic plan goal to become 'One Highline', as we have an ECE program at our Northeast campus. • Introducing ECE at HASE will help to build the Kindergarten pipeline and there is a high demand in Southeast Denver. We see good results at HANE for students who attended ECE. We have strong enrollment interest among families, however this might change due to demographic changes in the area.			

- Chris Ferris reviewed pictures from the Bridgeway Church facility, a church that has been a long-time partner for Highline and is being considered for hosting a HASE ECE program. Bridgeway is on the same street as our Southeast Campus. Their classrooms are already designed for children, however a few small renovations would be required in order to be approved for licensing. The children's area is locked off from the main church. Bridgeway is very flexible to help accommodate facility needs and is willing to offer a low rental rate. They seek to be a good partner and want to help make ECE feasible for Highline.
- The ED reviewed the ECE classroom and staffing model with the Board. ECE at our Southeast campus will:
 1. Need to include a dedicated classroom for special needs students
 2. Include 3 year olds
- Both of these aspects differ from the model at our Northeast campus. ECE can share some teachers and staff with the Southeast campus (i.e. nurse, social worker, specials teachers (art, music, PE)).
- Review of cost and DPS Funding:
 - Estimated Expenses: \$530,869
 - Start up costs: Estimated: \$50,000
 - Total DPS funding: \$409,106
 - Program unfunded annual cost: (\$121,763)
- Review other sources of funding (all numbers are an estimate):
 - Daniels Fund: \$30,000 (start up costs only)
 - Buell Foundation: \$75,000 first year, \$35,00-50,000 annually
 - Burt Foundation: \$15,000 ongoing costs, not start up
 - Other possibilities: Colorado Health Foundation, Rose Community Foundation
 - DPS informed us that even if the Federal government provides more ECE funding to schools, it is not going to change the amount Highline or schools in general would receive. This would be the case unless there is a drastic change in the way 4 year old education is funded.

Private ECE Option:

- Requires a separate 501C3 and permission from DPS PMT
- Does not need approval from DPS ECE department
- Has a different decision timeline
- Fiscal viability:
 - If 50% of students pay full tuition, this would be \$180,000
 - If 50% are low income students, DPS says they collect about \$2,000 per student, which equals \$45,000. This would be a total of \$225,000, which is less than DPS funding.

Advantages to a private ECE program: Strong mission alignment; good for kids; supportive of low income families in the area; DPS is in favor; might not be available next school year; can bolster Kindergarten enrollment which we may or may not need in the future.

Disadvantages to a private ECE program: The program will run at a deficit, however we do not know by how much. We wonder if the cost and time involved to launch would undermine efforts for the middle school expansion at Southeast.

Board Comment:

- Potential resource constraints due to the middle school expansion. We should aspire to do this project well and not rush into it.
- Licensing - Private ECE will be a different license. An ECE student will not be guaranteed a spot with the private ECE option.

- A private ECE program is not ideal because it is counter to our mission to support a diverse group of students from all backgrounds, including economic background.
- Shared staffing model - This will be problematic due to resource constraints. Our teachers are already strained with the current student body we serve. As we consider expanding our middle school program, this would create additional challenges. We currently have 1 special needs teacher for 10 kids.
- There are concerns about how many kids will go on to Kindergarten with us if they are not guaranteed a seat.
- The Model 1 classroom was reviewed for Northeast this year because we already have some special needs students, however it is a very heavy lift. There is still a lot of unclear guidance on this because it is a new venture.
- There might be changes in the ECE funding model in the next 2 years that could increase funding to schools for ECE programs and thus shift the estimated budget to be more sustainable.

A motion was made by Brent Baribeau and seconded by Drew Kent to not move forward with an ECE program at HASE for the 2022-23 school year, and for the decision to be deferred to the 2023-24 school year. The motion passed unanimously.

Principal Update - Guerin Gray and Sarah Verni-Lau- Inform (8:48 am)

Covid Update and Vaccine Clinic Update

- SE: Vaccination clinic was held on November 12th and December 3rd with 300 doses administered. The event is open to the public. First shots for kids and community members as well as booster doses for adults were administered.
- NE: Vaccination clinic was held on November 20th and December 11th with 145 doses administered.

Instructional Highlights- scored observations, what does school look like right now?

- Pictures from both campuses were presented.
- HASE: Students in 5th and 8th grade attended field trips this fall. The Highline Hustle in October brought in \$21,000 in support of purchasing new outdoor seating that will be permanent and keep students warm and cool throughout the year. Students are eating outdoors to prevent the need to quarantine. Students are receiving intervention support and working with their peers on group projects. There are many adults in the classroom for literacy and math instruction.
- HANE: Students are eating inside, in the cafeteria where all students are facing one direction. We have ionized fans that help with air circulation. Research shows this is effective to prevent the spread of viruses. Field trips are taking place at the local creek which is within walking distance. REACH assemblies have been held outside as community events. Digital resources are being used in individual and group work settings. Small group and intervention support is happening daily. We see a lot of progress with grade level work since the beginning of the year, when it was very challenging. Experiencing some recent teacher turnover, however we were able to bounce back by using former teachers who were in leadership roles. It was hard on the students to lose these teachers, yet they have a strong relationship with the leaders who stepped in to fill the gap during this time.

Reach Up - Gwen Maurello - Inform (9:10 am)

HANE Update on STAR student growth

- SAC meeting was held for HANE. The data shows a lot of growth.
- HASE STAR testing will take place soon.
- Both campuses will realign the testing window.
- Sharing STAR results: Campuses do not consistently share the results with families. Families provided feedback that it is not helpful to see STAR results without a teacher explaining the data. However, the results for each student is available upon request immediately after test completion.

- Equity testing - the question was asked if STAR is aligned with equity? There is not a lot of research on STAR specifically, mainly SAT and other tests available for older students.

Reach Out - Brittany Joyce - Inform (9:16 am)

Fundraising Goals and 2021 CO Gives commitments

- There are 5 areas that we seek to raise support this year for CO Gives Day, and beyond for the 2021-22 school year:
 - HANE Ionization Fans: (Goal: \$20k)
 - HANE EnREACHment: (Goal: \$30k)
 - HASE Outdoor Seating: (Goal: \$30k)
 - HASE ECE: (Goal: \$15k)
 - Network Mission: (Goal: \$30k)
- The Board pledged \$9,190 this year. Taking into account scheduled recurring donations through June 2022 and current giving, the Board has raised \$4,450 (48% of the goal). A few recurring Board gifts stopped in November which brought the percentage to the goal down (from 52%).
- So far we have raised \$2,605 from CO Gives Day donations. There are more scheduled that will complete on December 7th.
- We have work to do! Have you been socializing Highline with co-workers, family and friends? It will take the collective strength of our community to achieve these goals, and the work starts with us leading the way as the example. Encourage your network to follow us on social to gain a sense of the work we are doing and help cultivate the reason why to support.
- The charge: Every Board member is to ask 10 people within their circle to make a meaningful gift to Highline. Of those 10, the goal should be for 5 to make a gift. The Board member with the most contacts to make a gift from their circle will win tickets to Zoo Lights or an Avalanche or Nuggets game.
- Gifts can be made here at <http://bit.ly/HighlineSupport> anytime - before CO Gives Day, or on the day, or after.

We need volunteers for calling donors

- We are also in need of volunteers to call top donors to thank them for their past support and to consider making a meaningful gift on CO Gives Day or an end of year gift. Please let me or Brittany know if you are interested - you will be provided with a sample script to help guide you. Kamrin Coffey, Stephanie Grossman, Brent Baribeau and Gwen Maurello volunteered. Ben Garey is often willing to support these efforts as well.

DEI Committee - Grace Nailing - Inform (9:26 am)

Black Excellence Resolution Roundtable Recap

- There have been two Black Excellence Roundtable forums this year (October and November 2021).
- In the 1st meeting for HASE, some families were concerned with the only 12 students in the Gifted and Talented program being all white. Some parents were concerned that there is a lot of computer work for students and having too much screen time vs. tactile work. Families would like to have more notice when STAR testing will occur and to not 'teach to the test.'
- In the 2nd meeting, Chris Ferris did a recap of the feedback shared in the October meeting and the plans to address parents' feedback (issues, root causes and a roadmap for action plans). Determining how to increase family engagement was also discussed.
- The next Black Family Roundtable will be held January 18 2022, and will be bi-monthly for the remainder of the school year.

Curriculum Overview

- Shared an overview of lessons that are being facilitated across campuses and grade levels which are culturally responsive.
- At HASE, all classroom teachers are required to teach at least one lesson a week in community time that focuses on anti-racism and equity. They are also charged to create at least one content unit that addresses diversity, equity and inclusion.

- At HANE, the SEL team and the REACH team provide lessons across the grade levels. Also the City Year team has provided lessons to correspond with Hispanic Heritage month and Black History month. Teachers share resources across grade levels, including this one on [Helping Black Boys to Thrive](#) and the [Imagine Project](#).

Reach In - Brent Baribeau - Vote (9:38 am)

Board Terms and Renewals

- We have 12 Board members currently. Three members have decided to roll off at the end of the year, which will bring us down to 9. We are particularly seeking a new addition to the Board that can serve on the REACH Up committee and support academic data analysis.

Recruiting New Board members

- Brent Baribeau encouraged all Board members to think about individuals to recruit for 2022-23 so that we have a solid pool of Board applicants.

ED Eval

- The ED mid-year evaluation will be conducted during the January 24, 2022 Board meeting during Executive session.

Board Meeting Schedule

- Based on the Board's feedback to increase Board engagement and to increase access to meetings for stakeholders in our community, we began morning meetings for the 2021-22 school year. We are open to suggestions. We are committed to upholding teacher voice with public comment, discussing sensitive topics during evening meetings, and making meetings accessible on the website 48 hours after the end of the meeting.

Old Business - Brent Baribeau- Inform (9:43 am)

None

Reminders/Announcements - Brent Baribeau - Inform (9:44 am)

- Next BOD meeting: January 24, 2022
- Please complete the form to indicate the dates that would work best for a Board team building activity at TopGolf in January or February 2022.

Adjournment - Brent Baribeau - Adjourn Meeting - Vote (9:45 am)

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