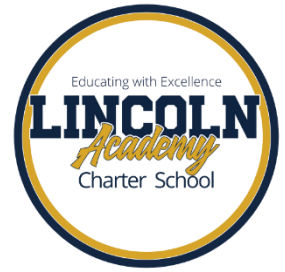


Lincoln Academy Board of Directors

Regular Meeting Minutes



Date: Monday, January 10, 2022, at 6:30 p.m.

Location: Lincoln Academy Charter School, 7180 Oak Street, Arvada, CO

Microsoft Teams Online Meeting Platform

Recording of Teams Meeting (available for 90 days after the meeting).

- (1) To comply with **current school considerations** the Lincoln Academy Board of Directors and other necessary personnel may attend in person. Everyone in attendance must follow all posted health and safety precautions. Masks must be worn by all persons while in the school. We will continue to offer on-line attendance via "Teams".
- (2) For **Public Comment**, you must sign up by 6:00 p.m. on the day of the meeting. (Sign up link [was] available [here](#)) Public Comment will be conducted in person. If you would like other considerations, please email Stephanie Trowbridge, President.

Mission & Vision

- The Mission of Lincoln Academy is to help students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe, orderly, and caring environment.
- The Vision of Lincoln Academy is to prepare all students for their future endeavors by providing a comprehensive Core Knowledge[®] education

Meeting Minutes

1. Preliminaries

- A. Call to order at 6:31 p.m.
- B. Roll call
 - a. Present: Stephanie Trowbridge (President), Micah Gilbreath (Vice President), Jeff Baucum (Treasurer), Lacy Cleveland (Secretary), Doug Neely (Governance Committee), Sarah Wasinger (SAC Committee), David Schoenhals (Executive Director)
 - b. Absent: None
 - c. Guest (15, including 3 staff)
- C. Reading of Mission and Vision
- D. Welcome Guest
- E. Public Comment

2. Consent Agenda (6:33 p.m.)

- A. Regular Meeting Agenda for January 10, 2022
- B. Approval of Meeting Minutes from December 13, 2021

3. Update from Students (6:34 p.m.)

- A. Kimberly Nyquist's STEM Students

4. Executive Director Report (David Schoenhals, 6:50 p.m.)

- A. COVID Guidelines Reassessment
- B. MAP Winter Data
- C. Virtual Tours

5. Committee Reports (7:24 p.m.)

- A. Executive (Stephanie Trowbridge)
- B. School Accountability (Sarah Wasinger) - none
- C. Facilities (Micah Gilbreath)
- D. Finance (Jeff Baucum)
- E. Development (none)
- F. Governance (Doug Neely)

6. Board Training Modules (7:34 p.m.)

- A. Board Officer Roles and Responsibilities
- B. Professional Development and Training
 - a. Send ideas to Stephanie Trowbridge.
- C. Strategic Planning

7. Unfinished Business (7:41 p.m.)

- A. Strategic Plan Draft #2

8. New Business (8:00 p.m.)

- A. Board Meeting Posting Location

Motion 38-01-10: Move for the Board of Directors monthly meetings be posted on the Lincoln Academy Board of Directors webpage www.lincolnacademy.net.

Motion by Stephanie Trowbridge.

Second by Doug Neely.

Motion Passes 6-0.

B. Executive Session

- a. Explanation for entering Executive Session: Discussion and update from the Building Corporation regarding property leases.

Motion 39-01-11: To move into Executive Session: §24-6-402(4)(e), C.R.S., Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators. §24-6-402(4)(a), C.R.S., Concerning the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest. §24-6-402(4)(b), C.R.S., conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions.

Motion by Stephanie Trowbridge

Second by Micah Gilbreath

Motion Passes 6-0.

1. Executive Session called to order at 8:30 p.m.

2. Roll call

- a. Present: Stephanie Trowbridge (President), Micah Gilbreath (Vice President), Jeff Baucum (Treasurer), Lacy Cleveland (Secretary), Doug Neely (Governance Committee), Sarah Wasinger (SAC Committee), David Schoenhals (Executive Director)
- b. Absent: None
- c. Guest: David Schoenhals, Lori Woods, Carleen Clark, Carrol Robinson
- d. Move to leave Executive Session at 9:57 p.m.
- e. Regular Session resumed at 9:57 p.m.

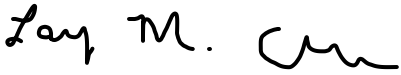
9. Announcements (9:57 p.m.)

- A. Upcoming Board Action Items
- B. PTO Meeting, January 18, 2022
- C. Strategic Plan will go out to family in future

10. Announcements

- A. Meeting adjourned at 10:00 p.m.

Respectfully Submitted by

A handwritten signature in black ink, appearing to read "Lacy M. Cleveland". The signature is written in a cursive, flowing style.

Lacy M. Cleveland

Secretary

Lincoln Academy Board of Directors

EXECUTIVE DIRECTOR



January 10, 2022

Lincoln Academy January Board Report

The mission of Lincoln Academy is to help all students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe orderly, and caring environment.

Executive Director

LINCOLN ACADEMY JANUARY BOARD REPORT

COVID-19 Update

Lincoln Academy

- There were no positive COVID cases reported to the school from staff and students from December 3rd through January 1st. JCPH is processing this information and as a result, Grades 5-8 will no longer be in Outbreak status.
- As has always been our priority this year, we will continue to do everything possible to keep our students in school while also keeping our school safe. We have developed a solid plan to cover multiple unfilled teacher absences in order to prioritize in person learning for all students. However, as COVID numbers continue to rise through the new variant, we do need to be prepared and ready for possible transitions to short periods of remote learning. This would be a last resort due to a significant number of positive COVID cases including sick staff having to isolate until they recover. Depending on the health of the staff, the availability of substitutes, the timeframe of pote
- ntial classroom closures, the grade level and complexity of work missed, this may look like synchronous remote learning or like asynchronous packet work. We would try to give you as much notice as possible if any classrooms or grade levels must transition to a short period of remote learning as a last resort.
- We are actively searching for additional staff to bridge the gap of absences with open in-house substitute positions.
https://docs.google.com/document/d/15almx2sVRxqq4CJWhwcJdnXCxg7mE_k7dmDbmXPk-5k/edit
- If you are interested in getting your substitute license to help out at Lincoln Academy, please follow the link.
https://www.cde.state.co.us/cdeprof/licensure_subapp

MAP Winter Data

Please see the Student MAP Growth Summary Report for a detailed view of the student growth from Fall to Winter on MAP data.

MATH According to the 2021-2024 Lincoln Academy Strategic Plan, when compared to the previous year data for math, each grade-level will show an increase of 2-3 median growth percentiles with a minimum median growth percentile of 55.

Grade	20-21 Fall to Spring	21-22 Fall to Winter
2	65	45
3	49	71
4	70	47
5	46	54
6	61	73
7	66	62
8	47	70

- In 3 out of 7 grades, the median growth percentile and minimum median growth percentile are on pace to achieve the goals set for this year.
- In 6 out of 7 grades, the observed growth is higher than the grade-level norm projected growth between the fall and winter assessments. Last school year from fall to spring, the observed growth was higher in 5 out of 7 grades.
- Most notable growth increases from last school year to this school year:
3rd Grade 49 to 71; 8th Grade 47 to 70
- Teachers are beginning to analyze the skills in which students struggled and are crafting strategies to address through the rest of the school year.

READING According to the 2021-2024 Lincoln Academy Strategic Plan, when compared to the previous year data for math, each grade-level will show an increase of 2-3 median growth percentiles with a minimum median growth percentile of 50.

Grade	20-21 Fall to Spring	21-22 Fall to Winter
2	47	55
3	39	38
4	50	54
5	42	45
6	42	67
7	59	58
8	52	78

- In 4 out of 7 grades, the median growth percentile and minimum median growth percentile are on pace to achieve the goals set for this year.
- Most notable growth increases from last school year to this school year:
6th Grade 42 to 67(Marissa Swift will present at February Board meeting); 8th Grade 52 to 78
- In 5 out of 7 grades, the observed growth is higher than the grade-level norm projected growth between the fall and winter assessments. Last school year from fall to spring, the observed growth was higher in 2 out of 7 grades.
- Teachers are beginning to analyze the skills in which students struggled and are crafting strategies to address through the rest of the school year.

Prospective Family Informational Updates

Virtual School Tour

January 13th

Virtual School Tour

January 25th

Current to dos:

Highlight family testimonials on social media

- Work with PTO
- Share on Social Media

Highlighting grade-levels through the open enrollment season

- Begin with 2nd and 5th grades
- Profile classrooms including Q and A, interviews, classroom videos

Advertising opportunities

- Facebook ads/posts
- “On the ground” advertising

Student Presentation

Kim Nyquist STEM class presentation



Student Growth Summary Report

Aggregate by School

Term: Winter 2021-2022
District: Jeffco Public Schools

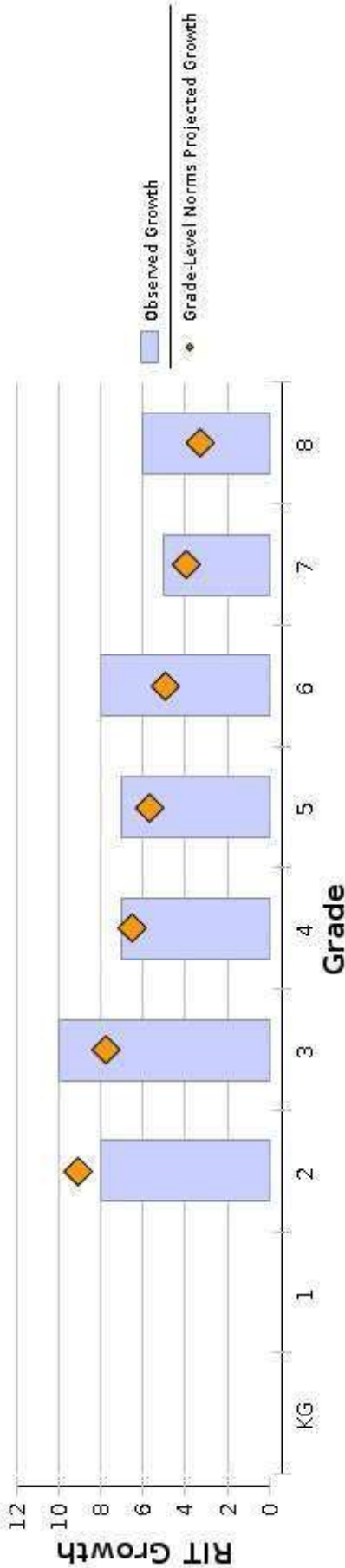
Norms Reference Data: 2020 Norms.
Growth Comparison Period: Fall 2021 - Winter 2022
Weeks of Instruction: Start - 4 (Fall 2021)
End - 20 (Winter 2022)
Grouping: None
Small Group Display: No

Lincoln Academy

Math: Math K-12

Grade (Winter 2022)	Comparison Periods				Growth Evaluated Against			
	Fall 2021		Winter 2022		Grade-Level Norms		Student Norms	
	Mean RIT Score	Standard Deviation	Achievement Percentile	Mean RIT Score	Standard Deviation	Achievement Percentile	Number of Students With Growth Projections	Number of Percentage of Students Who Met Their Growth Projection
KG	**			**			**	**
1	**			**			**	**
2	177.8	11.4	68	185.6	8.8	60	81	39
3	189.3	13.4	55	199.7	13.1	71	80	59
4	200.7	10.9	57	207.7	12.0	59	74	38
5	210.8	11.7	59	217.3	10.4	63	84	47
6	217.6	12.9	64	225.2	12.1	76	81	59
7	225.6	14.1	73	230.7	15.0	77	77	55
8	232.6	15.2	79	238.3	15.5	85	69	46

Math: Math K-12



Explanatory Notes

** Calculations not provided because students have no MAP results in at least one of the terms. The Growth Count is zero.

‡ Growth Count provided reflects students with MAP results in both the Start and End terms. Observed Growth calculation is based on that student data.

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Student Growth Summary Report

Aggregate by School

Term: Winter 2021-2022
District: Jeffco Public Schools

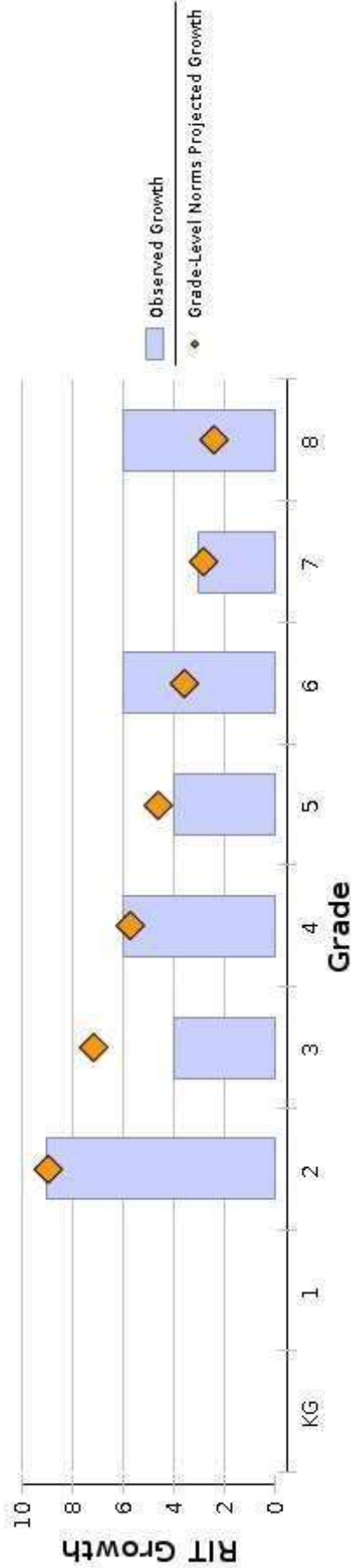
Norms Reference Data: 2020 Norms.
Growth Comparison Period: Fall 2021 - Winter 2022
Weeks of Instruction: Start - 4 (Fall 2021)
End - 20 (Winter 2022)
Grouping: None
Small Group Display: No

Lincoln Academy

Language Arts:
Reading

Grade (Winter 2022)	Comparison Periods				Growth Evaluated Against			
	Fall 2021		Winter 2022		Grade-Level Norms		Student Norms	
	Mean RIT Score	Standard Deviation	Achievement Percentile	Mean RIT Score	Standard Deviation	Achievement Percentile	Observed Growth	Observed Growth SE
KG	0							
1	179.0	16.9	85	188.4	13.8	86	9	1.0
2	192.9	15.8	81	197.3	15.9	68	4	0.9
3	201.4	13.5	74	207.1	12.0	74	6	1.0
4	207.0	13.9	64	210.7	12.2	59	4	1.0
5	212.2	14.4	61	218.0	11.2	73	6	1.0
6	216.8	12.3	64	220.2	11.6	67	3	0.8
7	221.7	12.9	68	228.0	11.4	83	6	0.9
8								

Language Arts: Reading



Explanatory Notes

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Student Growth Summary Report

Aggregate by School

Term: Winter 2021-2022
District: Jeffco Public Schools

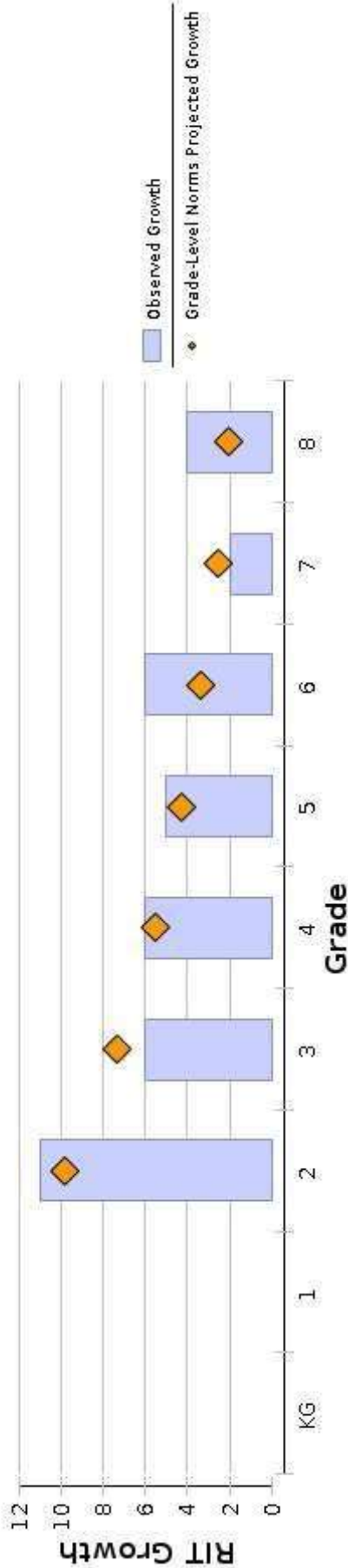
Norms Reference Data: 2020 Norms.
Growth Comparison Period: Fall 2021 - Winter 2022
Weeks of Instruction: Start - 4 (Fall 2021)
End - 20 (Winter 2022)
Grouping: None
Small Group Display: No

Lincoln Academy

Language Arts:
Language Usage

Grade (Winter 2022)	Total Number of Growth Events†	Comparison Periods				Growth Evaluated Against										
		Fall 2021		Winter 2022		Growth		Grade-Level Norms		Student Norms						
		Mean RIT Score	Standard Deviation	Achievement Percentile	Mean RIT Score	Standard Deviation	Achievement Percentile	Observed Growth	Observed Growth SE	Projected School Growth	School Conditional Growth Index	School Growth Percentile	Number of Students With Growth Projections	Students Who Met Their Growth Projection	Number of Percentage of Students Who Met Growth Projection	
KG	0	**			**			**				**			**	
1	0	**			**			**				**			**	
2	81	178.8	14.5	77	189.7	11.5	81	11	1.0	9.8	0.64	74	81	52	64	61
3	78	190.7	15.5	68	196.6	13.6	59	6	0.9	7.4	-1.31	9	78	37	47	41
4	74	199.0	12.2	60	205.1	11.6	63	6	0.9	5.5	0.64	74	74	47	64	57
5	83	204.9	12.7	55	210.2	9.5	61	5	0.8	4.3	1.15	88	83	49	59	50
6	80	210.4	12.0	56	216.1	10.0	70	6	0.7	3.4	2.93	99	80	53	66	66
7	77	215.9	9.4	68	218.3	10.1	67	2	0.8	2.6	-0.20	42	77	44	57	57
8	67	220.5	10.5	77	224.2	10.9	83	4	0.7	2.1	1.94	97	67	45	67	67

Language Arts: Language Usage



Explanatory Notes

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Student Growth Summary Report

Aggregate by School

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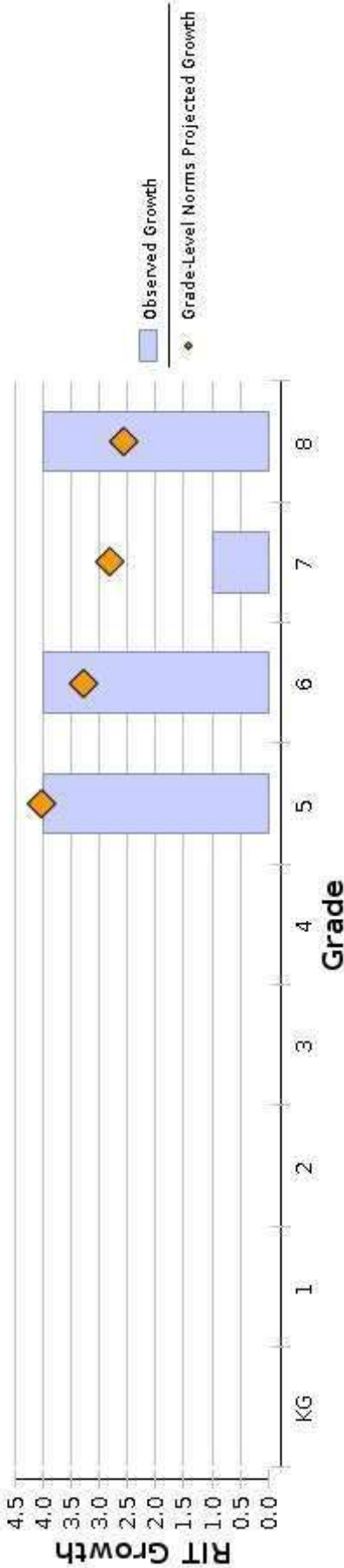
Norms Reference Data: 2020 Norms.
Growth Comparison Period: Fall 2021 - Winter 2022
Weeks of Instruction: Start - 4 (Fall 2021)
End - 20 (Winter 2022)
Grouping: None
Small Group Display: No

Lincoln Academy

Science: Science K-12

Grade (Winter 2022)	Total Number of Growth Events†	Comparison Periods				Growth Evaluated Against										
		Fall 2021		Winter 2022		Growth		Grade-Level Norms		Student Norms						
		Mean RIT Score	Standard Deviation	Achievement Percentile	Mean RIT Score	Standard Deviation	Achievement Percentile	Observed Growth	Observed Growth SE	Projected School Growth	School Conditional Growth Index	School Conditional Growth Percentile	Number of Students With Growth Projections	Number of Students Who Met Their Growth Projection	Percentage of Students Who Met Growth Projection	Student Median Conditional Growth Percentile
KG	0	**			**			**				**				
1	0	**			**			**				**				
2	0	**			**			**				**				
3	0	**			**			**				**				
4	0	**			**			**				**				
5	82	206.0	8.9	84	209.8	8.4	83	4	0.7	4.0	-0.18	43	82	41	50	48
6	80	209.7	10.5	83	213.5	9.0	85	4	0.7	3.3	0.43	67	80	49	61	54
7	76	213.8	10.3	88	214.9	9.9	81	1	0.8	2.8	-1.40	8	76	29	38	38
8	68	217.6	11.3	89	221.5	10.9	92	4	0.9	2.6	1.09	86	68	43	63	63

Science: Science K-12



Explanatory Notes

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Executive Team Report - January 2021

Stephanie Trowbridge, President

1. Executive Director Check-In

Stephanie touched base with David this week to review the Board calendar. We reviewed our agenda for January's meeting. We will receive an overall update on how the academics and culture work have been going, more excepted in his report.

2. Agenda Planning

We will be having an executive session during our meeting in January. Micah will be updating the board on the upcoming session.

3. Strategic Planning

The second draft will be to the Board by the weekend for review. We will do our best to keep moving forward with the plan despite the complications with Covid. The next phase will be to go to the PTO and the community.

4. Executive Director Report

David has been working diligently around the covid information and will update the Board during his report.

Facilities Committee Report January 2022

The facilities committee is responsible for providing guidance, oversight, and, when appropriate, specialized expertise to the operations team in order to create and maintain a safe, healthy, and functional campus. As needed, this committee will make recommendations to the Board of Directors in relation to Operational and Fiscal Planning.

Committee Members: Lori Woods (Operations Manager), Norm Miendl (Facilities Manager), David Schoenhals (Executive Director), Annette Ernst (Vanir), Alicia Borrego (Parent committee member), & Micah Gilbreath (LA Board Chair)

Facilities meetings will occur the first Friday of every month. Next meeting February 4th (8:15-9:30 AM).

Executive Summary

- Envision design work status
- 72nd Project update
- Schedule for Lincoln Internal sitework
- Update from Operations work completed over break
- Facility's priority list review

BoD approved Envision design work Building A office hallway and Building C:

- Envision is nearing completion of design for building C and building A office hallway.
- Documents for construction bid expected next week for review

72nd Project update:

- Submitted 60% plans to UPRR in early December – assume their review will take most of January
- Unsure of next steps with RR, could go one of two ways
 - Resubmit 60% with comments addressed
 - Move to 90% with comments addressed
- Once we submit 90% and receive comments from UPRR and the City we will begin work on the design for Lincoln Academy (hopefully this minimizes changes).

Internal drive lane/parking lot design (Muller Engineering):

- Period of performance has been extended to October 31, 2023 for construction support

Operations work completed over break:

- Repaired the fence destroyed by fallen tree at NE house.
- Maintenance on boilers, pumps, sinks, and elevator.
- Completed filter maintenance on all freshwater units.
- Continued work on fire inspection faults from early December inspection.
- Continued to work with engineering for the west side of building A HVAC system.

Facilities priority list review:

- Ongoing historical list has been updated and re-designed to reflect 2021 Deferred Maintenance vs 2021 Capital Deficiencies

Proposed Motions:

None

Additional Facilities Updates:

Action item for next Facilities Committee meeting: Ongoing review of Draft Priority List and Dashboard data.

Next Facilities meeting at Lincoln Academy will be February 4th at 8:15 am – 9:30 am. Contact Micah Gilbreath if you would like to join this committee micahgilbreath@lincolnacademy.net

Facilities Committee goals for the 2021-2022 school year:

- **In progress:** Update our facilities priority list on a bi-annual basis. The list includes improvements and needs for campus buildings and grounds.
- **Completed:** boiler instillation on south end of building A
- **Completed:** two new exterior security doors.
- **In progress:** Continue to develop design and planning for interior infrastructure site improvements in coordination with the City of Arvada's 72nd project.
- **In progress:** Design and possibly install the HVAC for the three existing condensers serving building A office hallway as well as the ten units serving Building C.
- **Completed:** Discuss ATV pricing for snow removal and possible ways to fund
- **In progress:** Coordinate with PTO on further playground enhancements/buddy benches

Governance Committee Report

Executive Summary

Here are updates to the strategic plan:

- Board Dashboard – Working on making the dashboard available to the board.
- Update policies and by-laws – Review Policy 4.1.1
- Board Evaluation – No updates.
- Executive Director Evaluation – No updates.
- Board Training – List of modules to review for this month and next month.

Strategic Plan

Board Dashboard

Unfortunately, I was unable to get the board dashboard available this month. I will continue to work towards that goal.

I'm looking forward to working with each committee to add more details from each committee to the dashboard.

Update Policies and By-laws

Policy Review

As part of our monthly policy review, we are reviewing section 4.1.1.

Board Evaluation

No updates to the board evaluation for this month.

Executive Director Evaluation

No updates for the board this month.

Board Training

Here is the list of training modules to review for the January meeting:

- Board Officer Roles and Responsibilities
- Professional Development and Training
- Strategic Planning

Here are the modules to review for February:

- Building Relationships
- Communication
- Parental Involvement

Other Business

Next Meeting

To be determined