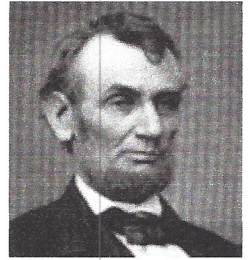




*The Mission of Lincoln Academy is to help students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe, orderly, and caring environment.*



## **Lincoln Academy Board of Directors**

### **Regular Business Meeting**

**Minutes for Monday, March 11, 2019**

Lincoln Academy

Student Center

6:30 p.m.

#### **1. Preliminaries**

##### **a. Call to Order**

- i. President Phil Courtney called the regular business meeting to order at 6:33 pm.

##### **b. Welcome to Guests and Introductions**

- i. LA Staff Members Present: Debbie McNutt (Technology); Jessica Alley (Administrative Staff); Cindie Poulter (Business Manager); Brittany Kruger (3<sup>rd</sup> Grade); Bethany Burns (4<sup>th</sup> Grade); Lindsey Tomsick (Vice Principal – Middle School); Maria Jelinek (1<sup>st</sup> Grade); Emily Hall (MS); Brittany Tomsick (MS); Larry Niemiec (MS)
- ii. Community Members Present: Kara Bohannon (Parent); Asher, Claire, Joy, Kolten, (3<sup>rd</sup> Grade); Kris Horn (Community Member); Ryan Schuetz (Parent); Larry McGruer (Parent); Kristi DeGroot (Parent)
- iii. Directors Present: Lori Woods, Janelle Johnson, Sarah Wasinger, Nathan Alley, Phil Courtney, Dan Burrows, and Nina Sloan.
- iv. Directors Late: None.
- v. Directors Absent: None.

##### **c. Hearing of Persons**

- i. None.

#### **2. Consent Agenda**

##### **a. The following items were approved by general consent:**

- i. Minutes of the last regular business meeting held 2/11/2019 with no changes.
- ii. Minutes of the last Special Meeting held 3/4/2019 with no changes.
- iii. Tonight's agenda with minor changes.

#### **3. Reports to Board**

##### **a. Principal's Report**

- i. 3<sup>rd</sup> Grade Student Presentation – The Board enjoyed a presentation from several 3<sup>rd</sup> Grade students, sharing their persuasive essays about the need for classroom Chromebooks, and STEM.
- ii. Educate to Innovate (Grades 5-8): Principal, Janelle Johnson, Vice Principal, Lindsey

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Tomsick, and several staff members gave a presentation to the Board, outlining the addition of a STEM program to compliment Lincoln's current Core Knowledge curriculum, targeted for the 2019-2020 school year.

- iii. Principal Johnson presented her report, [as posted online](#), and there was some discussion.

#### 4. Committee Reports

##### a. Facilities

- i. At 7:45 PM – Cheryl Humann, a representative from the LACS Owner's Rep, Vanir, joined the meeting.
- ii. Facilities Chair, Lori Woods shared an overview of the Committee work, and ultimate proposal for the spending of the Jeffco 5B Bond monies, [as posted online](#), and there was some discussion.

##### 1. Jeffco 5B Bond:

- a. **Motion 20-3-2019** - Lori Woods motioned the Board charge the Facilities Committee to move forward with "Modified Option B" as recommended by the Facilities Committee. Nina Sloan seconded. 1 approved; 5 against. The motion failed.
- b. **Motion 21-3-2019** – Nathan Alley motioned the Board charge the Facilities Committee to move forward with "Option B", as presented. Lori Woods seconded. 6 approved, 0 against. The motion passed unanimously.

##### b. Finance

- i. Budget Update: Board Treasurer, Nathan Alley reviewed financial reports, [as posted online](#), reporting the school is in a very good financial position with no major concerns.

##### 1. Utilization of 2018-2019 5A Funds:

- a. Principal, Janelle Johnson gave a brief presentation and proposal for the use of the 2018-2019 5A Funds, [as posted online](#), and there was some discussion.
- b. **Motion 22-3-2019** - Board Treasurer, Nathan Alley, motioned that the Board approve the Utilization of the 2018-2019 5A Funds as presented. Dan Burrows seconded. 6 approved, 0 against. The motion passed unanimously.

- ii. Compensation Sub-Committee: Nina Sloan and Dan Burrows discussed their report, [as posted online](#), and there was some discussion. For future reference, it was asked that it be noted that the research and details from the Compensation Committee can be found on the Board Google Drive under "Compensation Committee."

##### iii. Draft 2019-2020 Budget

- 1. Board Treasurer, Nathan Alley, presented the 2019-2020 Draft Budget, [as posted online](#), and there was some discussion.
- 2. Principal, Janelle Jonson, presented a proposed salary increase for the 2019-

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2020 school year, **as posted online**, and there was some discussion.

3. Salary Increases: **Motion 23-3-2019**

- a. Board Treasurer, Nathan Alley motioned that the Board approve the salary increases as proposed. Nina Sloan seconded. 6 approved, 0 against. The motion passed unanimously.

4. Approval of Salary Budget: **Motion 24-3-2019**

Board Treasurer, Nathan Alley motioned the Board approve the proposed salary budget, excluding the amount of the Principal's salary. Nina Sloan seconded. 6 approved, 0 against. The motion passed unanimously.

iv. District Purchase Services Agreement

1. Purchased Services Agreement: **Motion 25-3-2019**

Board President, Phil Courtney motioned to approve the Purchased Services Agreement as presented. Nina Sloan seconded. 6 approved, 0 against. The motion passed unanimously.

c. Governance

i. Board Elections: **Motion 26-3-2019**

Dan Burrows moved that the elections in April be open to 3 Board seats subject to Board bylaws. Nathan Alley seconded. 6 approved, 0 against. The motion passed unanimously.

ii. Board Elections: **Motion 27-3-2019**

Dan Burrows moved that we conduct an election from April 15<sup>th</sup> – 18<sup>th</sup>, 2019 via paper ballot in the LACS front office. A check sheet of eligible voters will be kept in the office. Nathan Alley seconded. 6 approved, 0 against. The motion passed unanimously.

d. School Accountability Committee

- i. SAC Chair, Sarah Wasinger presented her report, **as posted online**, and there was some discussion.

5. Old Business

a. 2019-2020 School Calendar: **Motion 28-3-2019**

Phil Courtney moved to approve the 2019-2020 School Calendar as posted. Nina Sloan seconded. 6 approved, 0 against. The motion passed unanimously.

6. New Business

a. Principal Evaluation: **Motion 29-3-2019**

- i. At 10:56 pm, Phil Courtney motioned that we move into Executive Session for the purpose of the performance evaluation of the Principal as authorized by C.R.S. § 24-6-402(4)(f) (Personnel Matters). The motion was seconded by Lori Woods and unanimously approved by roll call vote.
- ii. Adjourn: The board adjourned out of executive session at 12:01 AM.

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b. Principal Contract: **Motion 30-3-2019**

Phil Courtney moved that we extend an offer of employment to current Principal, Janelle Johnson, for the 2019-2020 school year, compensation to be the current year's compensation plus 5%. Nathan Alley seconded. 5 approved, 1 against. The motion passed. Board Member Dan Burrows ask that it be reflected that his "against" vote was for the proposed % increase.

c. Project Management Services Contract: **Motion 31-3-2019**

Nathan Alley motioned that the Board hire Vanir Construction Management for up to \$98,450, to represent Lincoln Academy for projects as proposed at the March Board meeting. Nina Sloan seconded. 6 approved, 0 against. The motion passed unanimously.

d. Directive Regarding JeffCo – 5B Funds: Motion **32-3-2019**

Lori Woods motioned to charge Principal Johnson, the facilities committee chair and the board President to work with Carleen Clark to draft a memo of understanding that documents and negotiates terms with the district reference 5B funding allocation and program management expectations. Nina Sloan seconded. 6 approved, 0 against. The motion passed unanimously.

7. Announcements

- a. JCSC meeting – Wednesday, March 13<sup>th</sup>, Two Roads Charter School – 5:30 PM
- b. Next PTO meeting – Tuesday, March 19<sup>th</sup>, 6:30 PM at LACS Student Center – Phil Courtney attends.
- c. Next Regular BoD meeting – Monday, April 8<sup>th</sup>, 6:30 PM at LACS Student Center
- d. Next Finance Committee meeting – Thursday, April 4<sup>th</sup>, 8:00 AM – Upstairs Conference Room
- e. Next SAC meeting – Tuesday, March 19<sup>th</sup>, 6:30 PM, Upstairs Conference Room
- f. Next SAC Diversity Subcommittee meeting – TBA
- g. Next Facilities Committee Meeting – April 1<sup>st</sup>, 3:45 PM – Upstairs Conference Room

8. Board Lessons Learned and Action Items

a. **Lessons Learned**

- i. None.

b. **ACTION ITEMS**

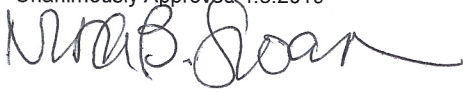
- i. Incorporate recent policy updates into Ends and Means document – Dan
- ii. Charge to Finance Committee for modification of Ends Policy in regards to financial condition - Nathan Alley & Finance Committee (update in February; finished document in April)
- iii. Recruit Board Members – All
- iv. Bi-annual Board Letter – Phil
- v. Board Module to be completed by April: Strong & Stable Governance - All
- vi. Thank you note to staff for completed survey - Nina
- vii. Revisit the Facilities 5B methods for paying down the debt as a priority (April) – Phil,

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Nathan, Janelle, Lori

9. Adjourn: Tuesday, March 12<sup>th</sup> at 12:29 AM, the regular business meeting of the Lincoln Academy Charter School Board of Directors was adjourned by general consent.

Minutes respectfully submitted,  
Nina Sloan, Secretary  
Lincoln Academy Charter School Board of Directors  
Unanimously Approved 4.8.2019

A handwritten signature in cursive script, appearing to read "Nina Sloan", written in dark ink.

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