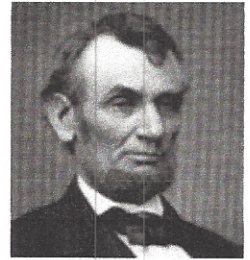




The Mission of Lincoln Academy is to help students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe, orderly, and caring environment.



Lincoln Academy Board of Directors

Regular Business Meeting

Minutes for Monday, May 14, 2018

Lincoln Academy

Student Center

6:30 p.m.

1. Preliminaries

- a. Call to Order: President Phil Courtney called the regular business meeting to order at 6:36 pm.
- b. Welcome to Guests and Introductions
 - i. LA staff members present: Jeannie Coyle (DSS); Lizzy Horn (Specials); Katie Will (6th); Andrew Weir (Elementary Assistant Principal); Dawn Bennett (2nd); Cindie Poulter (Business Manager); Liz Sanderson (6th Grade)
 - ii. Community Members present: National Honors Society students; Peter Winthers; Lori Frederickson; Dennis Frederickson; Christina Litreal; Claudia Coto
 - iii. 2018-2019 Board Members Elect present: Bernadette Templeton; Nathan Alley
- c. Roll Call
 - i. Directors present were: Phil Courtney, Nina Sloan, Lori Woods, Janelle Johnson, Sarah Wasinger, Dan Burrows, and Jeff Baucum.
 - ii. Directors Absent: None.
- d. Hearing of Persons: None.

2. Consent Agenda: The following items were approved by general consent:

- a. Minutes of the last regular business meeting held 04/9/2018 with minor changes.
- b. Tonight's agenda with no changes.

3. Announcements

- a. Jeffco Value Awards:
 - i. Principal, Janelle Johnson, recognized the staff winners of the 2018 Jeffco Values Awards
 1. Dawn Bennett – Exemplary Performance
 2. Liz Sanderson – Valuing People
 3. Chris Martin - Teamwork
 4. Amy Jenkins - Integrity
- b. President, Phil Courtney, recognized the superlative service of Jeff Baucum, who served on the Lincoln Academy Board of Directors for 6 years.

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- Jeff was integral to the purchase of the Oak Street facility and obtaining the bond required for Lincoln to make that move.
- He was a key voice as we reviewed our need for additional space to accommodate our growth plan and helped us obtain the loan required to complete the installation of Building C.
- He has helped Lincoln identify key financial metrics that help guide our performance.
- His work in watching the margin, providing meaningful yet concise 5-year forecasts have been key to the Board's decision-making process during the last 6 years.
- He has always been focused on positioning Lincoln Academy to advance - not stay where we are. Lincoln Academy and it's finances in particular, are better off because of his service as Treasurer.

4. Reports to Board

a. Staff Presentations to Board:

i. National Junior Honor Society:

1. The Board enjoyed a presentation given by three National Junior Honor Society officers, giving an overview of their organization and outlining their successes over the 2017-2018 school year.

ii. UIP Update:

1. Elementary Assistant Principal, Andrew Weir, gave a brief update about Lincoln Academy's UIP (Unified Improvement Plan).

iii. Principal's Report

1. Janelle presented her written report (as posted) and there was some discussion.

5. Committee Reports

a. Finance

i. Q3 Financials

1. Business manager, Cindie Poulter, reported the Q3 financials (as posted) being on track.

ii. Proposed 2018-2019 Budget Forecast

1. Board Treasurer, Jeff Baucum, gave a budget forecast presentation (as posted) highlighting the 2018-2019 budget to be voted on in June and to show a projected 5 year plan, and there was some discussion.

iii. Compensation Sub-Committee.

1. Nothing to report. Meetings to start this summer.

b. Development

- i. Development Committee Chair, Nina Sloan, gave a brief update on the results of the Tech Trek and stated there will be a full report at the next meeting.

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c. Governance

- i. Board Election Results: Governance Committee Chairman, Dan Burrows, reported that Phil Courtney, Bernadette Templeton, and Nathan Alley have been elected as full members of the Board. Congratulations!

d. Facilities

- i. Facilities Chair, Lori Woods, gave her report (as posted) and there was some discussion.
- ii. Fire Alarm Design and Permitting: **Motion 25-05-2018**
Board Member Lori Woods motioned to approve the spending of up to \$70,000 out of the 2017-2018 operating budget to be used toward the design and permitting of the fire alarm upgrade for building A. Dan Burrows seconded. The motion passed unanimously.

Motion to Reconsider: **Motion 26-05-2018**

Nina Sloan made a motion to reconsider. Dan Burrows seconded. The motion passed unanimously. Upon reconsideration, **Motion 25-05-2018** failed 0 – for, 6 – against.

Fire Alarm Design, Permitting, and Construction: **Motion 27-05-2018**

Board Member Lori Woods motioned to approve the spending of up to \$400,000 as proposed by Weifield Group and Fire Protection Engineers to be used toward the design, permitting, and construction of the fire alarm upgrade for building A and to empower the Board President to execute the contract consistent with this expenditure. Nina Sloan seconded. The motion passed unanimously.

e. School Accountability Committee

- i. Nothing to report at this time

6. Old Business: Nothing to report at this time

7. New Business

a. Charter Contract 2018-2019 Addendum:

- i. President Phil Courtney reported on the Charter Contract 2018-2019 Addendum creating limits to future school expansion, and there was some discussion.

ii. Adjourn to Executive Session: **Motion 31-05-2018**

10:39 pm, Dan Burrows motioned that we move into executive session for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators. C.R.S § 24-06-402(4)(f)(I). Nina Sloan seconded and the motion was unanimously approved via roll call vote after some discussion.

- iii. At 10:59 pm, the executive session was adjourned by general consent.

iv. Annual Charter Amendment with District: **Motion 32-05-2018**

Dan Burrows motioned to approve all proposed portions of the 2018/2019 Annual Amendment to Charter School Contract, except paragraph 1 regarding a new Section

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6.13. Lori Woods seconded. Motion passed unanimously.

b. 2017-18 New Board Meeting and Appoint Officers

i. Move Into 2017-18 School Year: **Motion 28-05-2018**

At 10:19 pm, Phil Courtney motioned to end the May 2018 regular business meeting and move into school year 2018-19 for the purpose of voting for new Board officers for the Board year starting in June 2018. The motion was seconded and unanimously approved without discussion.

ii. Appoint New Officers: **Motion 29-05-2018**

Nina Sloan motioned to appoint Board officers to the following positions for the 2018-19 Board year as follows:

1. President: Phil Courtney
2. VP: Lori Woods
3. Treasurer: Nathan Alley
4. Secretary: Nina Sloan

The motion was seconded by Sarah Wasinger and unanimously approved with some discussion.

iii. Return to 2017-18 School Year: **Motion 30-05-2017**

At 10:25pm, Phil Courtney motioned to adjourn from the 2018-19 meeting and resume the May 2018 regular business meeting. The motion was seconded and unanimously approved.

c. 2018-2019 Board Calendar – Moved to next meeting (June)

8. Board Training Module: When Things Go Wrong – Moved to next meeting (June)

9. Board Lessons Learned and Action Items

a. **Lessons Learned**

- i. None at this time.

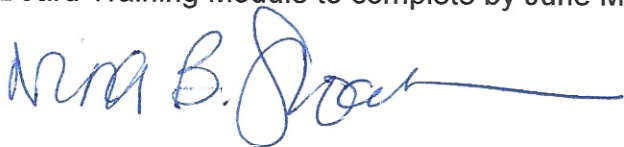
b. **ACTION ITEMS**

- i. Compile “homeless” board policies into a single document – Dan
- ii. Create a proposal to discuss an ends and means policy change regarding changes to the budget. – Dan
- iii. Schedule Board Photos and upload bios – Nina Sloan
- iv. Amend the bylaws regarding Board Elections – Dan Burrows

10. Adjourn: 11:13 pm, the regular business meeting of the Lincoln Academy Charter School Board of Directors was adjourned by general consent.

Minutes respectfully submitted by:
Nina Sloan, Secretary
Lincoln Academy Charter School Board of Directors
Approved unanimously 06/11/2018

Board Training Module to complete by June Meeting: None



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