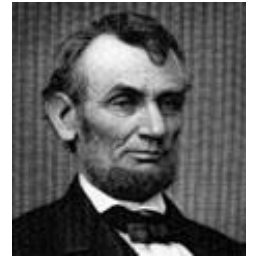




The Mission of Lincoln Academy is to help students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe, orderly, and caring environment.



Lincoln Academy Board of Directors

Regular Business Meeting

Minutes for Monday, February 12, 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 6:35 pm.
- b. Welcome to Guests and Introductions
 - i. LA staff members present: Cindie Poulter (Business Manager), Barbara Robinson (Pre-K Director), Emily Hall (Teacher), Anita Gimple (ALP), Brittany Kruger (Teacher), Lauren Kunau (Teacher)
 - ii. Community Members present: Carol Robinson (Parent and Property Corp), John S. (3rd Grade),
- c. Roll Call
 - i. Directors present were: Phil Courtney, Nina Sloan, Lori Woods, Janelle Johnson, Sarah Wasinger, and Jeff Baucum.
 - ii. Directors Late (after Roll Call): Dan Burrows
- 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 01/08/2018 with no changes.
- b. Tonight's agenda with no changes.

3. Reports to Board

- a. Pre-K Director, Barbara Robinson, gave an update on Lincoln Academy Pre-K and the Colorado Shines Program.
 - i. All licensed Colorado Early Learning programs are able to apply for a Colorado Shines quality rating. Submitting an application is free. Over the course of the past year, Mrs. Robinson worked through the process of applying. She reported that in its first year of evaluation, the Pre-K earned a solid, positive rating at a Level 3. She identified areas of strength, opportunities for improvement, and mapped out implementations for improvement as well.
 - ii. Mrs. Robinson reported that due to high-demand, the Pre-K will add an additional classroom next year.
- b. Brittany Kruger (3rd Grade) and Lauren Kunau (Kindergarten) reported on how the "Morning Meeting" time is used in some classrooms at Lincoln Academy, encouraging student

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engagement, communication, and setting the tone for respectful learning.

c. Principal's Report

- i. Principal Janelle Johnson submitted her written report (as posted).
- ii. We have received 253 total applications since the close of first round open enrollment.
- iii. The Board reviewed the proposed 2018-2019 School Calendar (as posted).

4. Committee Reports

a. Finance

i. Form 990 Approval - **Motion 12-02-2018**

1. Nina Sloan motioned to approve the 990 Form as submitted by Business Manager, Cindie Poulter. It was seconded by Jeff Baucum and approved by unanimous consent.

ii. Current Financials: Cindie Poulter submitted the current 17-18 Financials (as posted) and reported them as being on track.

iii. Compensation Sub-Committee

1. Committee Members Nina Sloan, Dan Burrows, Sarah Wasinger, Janelle Johnson, and Emily Hall presented a proposal for a new Teacher Compensation System, and there was much discussion.

b. Development

i. Committee Chairwoman Nina Sloan gave a brief update on the upcoming Science Fair, as well as the Tech Trek.

c. Governance

i. Board Elections: **Motion 13-02-2018**

Dan Burrows motioned that the elections in April be open to 3 Board seats subject to board bylaws. Jeff Baucum seconded and passed by unanimous consent.

d. Facilities

i. Committee Chairwoman Lori Woods reported that the committee is reviewing proposals for Fire Design and gave a summary of facilities updates.

e. School Accountability Committee

i. Approve SAC Survey: **Motion 14-02-2018**

Committee Chairwoman Sarah Wasinger gave a brief report on the Parent Survey, which will go live on February 15th. She highlighted the changes in the survey from previous years. Board President, Phil Courtney, moved to approve the Parent Survey as presented by the SAC Committee. Jeff Baucum seconded and it was approved by unanimous consent.

5. Old Business

a. Board Workshop Schedule – Phil Courtney will be sending out a new poll to schedule our

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workshop.

6. New Business

- a. None at this time

7. Board Training Module: Board Policies

8. Board Lessons Learned and Action Items

a. **Lessons Learned**

- i. Open to suggestions for keeping meetings on pace while encouraging relevant discussion.

b. **ACTION ITEMS**

- i. Compile “homeless” board policies into a single document – Dan
ii. Schedule board self-evaluation – add to Board Calendar - Phil
iii. Create a proposal to discuss an ends and means policy change regarding changes to the budget. – Dan
iv. Classroom visits – All
v. Notify - Insurance Policies for Property Corp and Building Corp - Phil
vi. Recruit and Invite new potential board members – All
vii. Schedule Board Photos and upload bios – Nina
viii. Board Training Module to be completed by March Meeting: Improving Board Performance- All
ix. Contact CSDC to determine when we can get the \$16,000 in funds we have not used returned to us and a new amortization schedule based on the new loan amount – Jeff
x. High level review/education on charter school financials prepared for Board workshop– Jeff
xi. Review Janelle’s proposed Principal Evaluation Rubric and be prepared to discuss at the Board workshop - All
xii. Share Board report template with fellow Board members – Nina
xiii. Create weekly Committee adverts for the Lincoln Loop - Nina
xiv. Create Doodle for Board workshop for Finance/Principal Eval Tool – Phil
xv. Connect with Kristi Geisz about a communications plan for upcoming Board Elections – Nina and Dan

9. Announcements

- a. Next regular BoD meeting – Monday, March 12th @ 6:30 PM - Student Center
b. Next PTO Meeting – Tuesday, February 20th @ 6:30 PM Library (Dan Burrows attends)

10. Adjourn: At 10:51 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 03/11/2018 by unanimous consent

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