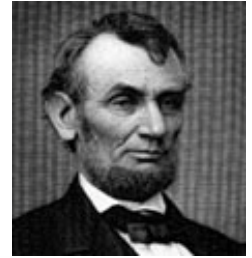




The Mission of Lincoln Academy is to help students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe, orderly, and caring environment.



Lincoln Academy Board of Directors

Regular Business Meeting

Minutes for Monday, January 8, 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 6:36pm.
- b. Welcome to Guests and Introductions
 - i. LA staff members present: Cindie Poulter (Business Manager)
 - ii. Community Members present: Maudra Pacheco-Dickerson
- c. Roll Call
 - i. Directors present were: Phil Courtney, Nina Sloan, Lori Woods, Janelle Johnson, and Sarah Wasinger.
 - ii. Directors absent were: Dan Burrows (excused)
 - iii. Directors Late (after Roll Call) – Jeff Baucum
- d. Hearing of Persons: None at this time

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

- a. Minutes of the last regular business meeting held 12/11/2017 with minor changes.

3. Reports to Board

- a. Staff/Student Report – The staff presenter scheduled for the evening was out sick. She will be rescheduled for a later date.
- b. Principal's Report – Principal Janelle Johnson reviewed her Principal's Report (as posted).
 - i. MAP data from fall testing was reviewed and discussed in correlation with established Board goals.
 - ii. Open enrollment has begun. Pre-K 4 day has been filled. Pre-K 3 day is still open. Enrollment for Elementary and Middle School proceeded as normal.
 - iii. We will be celebrating School Choice week at the end of January. This is our 6th year participating, which has opened the doors for more visible participation. On, Monday January 22nd, we will celebrate School Choice Week during our Monday pledge ceremony. Students will be speaking about what school choice means to them, performing the school choice dance, and we will watch clips from the national organization.

4. Committee Reports

To prepare all students for their future endeavors by providing a comprehensive Core Knowledge® education.

- a. Finance
 - i. Budget Update: Business Manager, Cindie Poulter, reviewed the 17-18 Financials as of 12/31/2017 noting that because we are at the end of the quarter, these numbers aren't final. We are on target with our projections. Final numbers for 12/31/2017 report are expected for our February Board Meeting along with the 1/31/2018 numbers.
 - ii. Compensation Sub-Committee – Committee Member Nina Sloan reported that the next meeting is to be held on Thursday, January 11th at 7:00 AM. The committee should be on target to present its findings to the Board at the February meeting.
- b. Development – Committee Chair Nina Sloan reported.
 - i. Tech Trek – The 2nd Annual Tech Trek will be happening Saturday, May 5th. The Core Team has met and is preparing to ramp everything up toward a successful event this Spring.
 - ii. Science Fair – The Foundation and Development Committee has met with the Staff Science Fair Committee to try and outline ways to provide value and external resources to grow the program this year, and in the years to come.
 - iii. IT Report – a brief update was given on Board IT systems.
- c. Governance
 - i. No report this month.
- d. Facilities
 - i. Facilities Chair, Lori Woods reported general facilities updates and there was some discussion.
- e. School Accountability Committee
 - i. Committee Chair, Sarah Wasinger reported they are starting to prepare for the school wide survey and there was some discussion.
- f. Principal Job Description and Evaluation Tool
 - i. The Board requested more time to evaluate the tools at hand. The topic has been deferred to a Board workshop to happen before the end of March.

5. Old Business

- a. UIP Final Review and Approval – **Motion 10-01-2018**
 - i. Principal, Janelle Johnson reported on Board requested updates made to the UIP (as posted) and requested the Board give final approval so it can be sent to the district.
 - ii. Nina Sloan motioned to approve the final UIP as presented. The motion was seconded by Jeff Baucum. After discussion, the motion passed unanimously.

6. New Business

- a. Approve Board Meeting Posting Location per *C.R.S. 24-6-402(2)(c)* **Motion 11-01-2018**
 Nina Sloan motioned that we keep the board meeting posting location in the Lincoln Lobby. The motion was seconded and unanimously approved.

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7. Board Training Module: School Finance

- a. The Board discussed their lessons learned from the monthly Board Training Module.

8. Board Lessons Learned and Action Items

a. **Lessons Learned**

- i. Nina Sloan shared best practices in submitting Board reports.

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; specifically finance – All
- vii. Schedule Board Photos and upload bios – Nina
- viii. Board Training Module to be completed by February Meeting: Board Policies- 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. Thursday, January 25th @ 6:30 PM – Open Enrollment Informational Night for prospective parents – All are welcome to attend.
- xiii. Share Board report template with fellow Board members – Nina
- xiv. Create weekly Committee adverts for the Lincoln Loop - Nina
- xv. Create Doodle for Board workshop for Finance/Principal Eval Tool – Phil
- xvi. Colorado Charter School Conference – Save the Date – March 1-2 2018 @ Marriott Denver Tech Center – all Board members welcome to attend – connect with Janelle to register.

9. Announcements

- a. Next regular BoD meeting – Monday, February 12th 6:30 PM - Student Center
- b. Next PTO Meeting – Tuesday, January 16th @ 6:30 PM Library (Lori Woods attends)
- c. Upcoming JCSC this Wednesday, January 10th from 5:30 – 7:00 PM

10. Adjourn: At 8:30 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

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