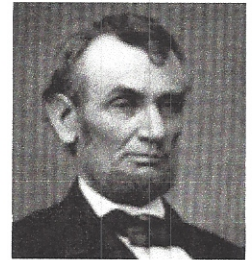




The Mission of Lincoln Academy is to help students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe, orderly, and caring environment.



**Lincoln Academy Board of Directors
Regular Business Meeting
Minutes for Monday, November 13, 2017**

Lincoln Academy
Student Center
6:30 p.m.

1. Preliminaries

- a. Call to Order: Our Board President, Phil Courtney, called the meeting to order at 6:37pm.
- b. Welcome to Guests and Introductions
 - i. LA Staff Members Present: Andrew Weir (Elementary School Assistant Principal); Cindie Poulter (Financial Secretary); Jennifer Frost (3rd Grade); Sharon Leasure (3rd Grade); Becky Furst (Middle School Math)
 - ii. Guests Present: Brad and Andrew Stolz (Parent and 3rd Grader); Danielle and Blake Cornejo (Parent and 3rd Grader); Dennis and Lori Frederickson (Grandparents); Maudra Pacheco (Parent)
- c. Roll Call
 - i. Directors Present: Jeff Baucum, Janelle Johnson, Sarah Wasinger, Dan Burrows, Nina Sloan, and Phil Courtney
- d. Directors Late: Lori Woods (arrived after roll call while attending a district meeting)
- e. Hearing of Persons
 - i. None

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

- a. Minutes of the regular business meeting held on October 9, 2017 with minor changes to section 4a and b to correct times.
- b. Tonight's agenda with no changes.

3. Reports to Board

- a. Third Grade Animal Presentations – 3rd grade students Blake C. and Andrew S. gave presentations of their animal projects, highlighting a 3rd grade Core Knowledge unit.
- b. Development Plan for Math – Middle School math teacher Becky Furst gave a presentation to highlight how the math teachers are developing a plan to use the existing Saxon Math curriculum to promote growth and achievement while also paying attention to how they can align what they are teaching with Colorado State Standards.
- c. School Unified Improvement Plan – Elementary School Assistant Principal, Andrew Weir, gave a presentation on the School Unified Improvement plan, highlighting our proactive measures to

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monitor differentiation, student achievement, and growth. He gave a status update based on student scores from Spring CMASS and PARCC scores (state tests).

- d. Principal's Report – Principal, Janelle Johnson presented her monthly report (as posted).

4. Committee Reports

- a. Finance Committee – Financial Secretary, Cindie Poulter and Board Treasurer, Jeff Baucum presented and summarized the following reports:
 - i. 1st Quarter Financials – on track
 - ii. Financial Audit – Financial Audit were presented to the board. No significant findings. There was discussion regarding the new debt (building purchase). The effects to our financials as it relates to GASB68 was also discussed.
 - iii. P-Card Audit – Lincoln Academy was audited and received a certificate of excellence.
 - iv. The revised 17/18 Budget was presented to be reviewed for approval in December.
 - v. Compensation Sub-Committee – Next meeting is Thursday, November 14th.
- b. Development – Nothing to report.
- c. Governance – Board members submitted their completed "Governing Board and Administrator Role" worksheets.
- d. Facilities – The Board sent the letter approved in the October meeting to the Arvada Fire Department.
- e. School Accountability Committee – First meeting will be November 28th @ 6:30 PM. Upstairs conference room.
- f. Principal Job Description and Evaluation Tool - Principal Job Description

The board took a short break, adjourning at 8:25PM and reconvening at 8:32PM.

5. Old Business

- a. Nothing to report.

6. New Business

- a. Nina Sloan presented research regarding establishing a policy for sharing, saving and archiving documents and will provide follow up and policy recommendations in December.

7. Board Training Module: Strong and Stable Governance – review of Board training and scheduling of the next training.

8. Board Lessons Learned and Action Items

a. Lessons Learned

- i. None.

b. ACTION ITEMS

- i. Compile "homeless" board policies into a single document – Dan
- ii. Schedule board self-evaluation – add to Board Calendar - Phil
- iii. Thank you notes to students and staff who presented at the November meeting – Nina

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- iv. Create a proposal to discuss an ends and means policy change regarding changes to the budget. – Dan
- v. Classroom visits – All
- vi. Notify - Insurance Policies for Property Corp and Building Corp - Phil
- vii. Recruit and Invite new potential board members; specifically finance – All
- viii. Schedule Board Photos – Nina
- ix. Get Sarah Wasinger web access to archived School Dashboard - Nina
- x. Review 2017/2018 Strategic Plan Quarterly – Dec/Mar/June – Add to Board Calendar - Phil
- xi. Board Training Module to be completed by December Meeting: Administrator Evaluation– All
- xii. Review posting on Board Bulletin to see if there is notice that agendas and minutes are posted online – Nina.
- xiii. Board Holiday Party – Late Jan/Early Feb – Nina
- xiv. Contacting 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

9. Announcements

- a. Schedule for Interim Principal Evaluation – Thursday, November 30th @ 6:30 PM – Upper Conference Room. – Special Meeting notice. Executive Session.
- b. The Board received an update from the District Legal Training for Charter Schools.

10. Adjourn at 9:42pm on Monday, November 13, 2017. 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
Minutes Approved 12.11.2017 by Unanimous Consent

