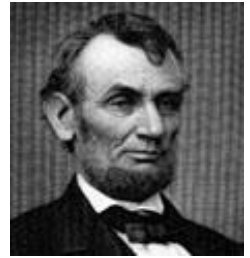




The Mission of Lincoln Academy is to help students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe, orderly, and caring environment.



Lincoln Academy Board of Directors

Regular Business Meeting

Minutes for Monday, October 9, 2017

Lincoln Academy

Student Center

6:30 p.m.

1. Preliminaries

- a. Call to Order: Our Board President, Phil Cortney, called the meeting to order at 6:34 pm.
- b. Welcome to Guests and Introductions
 - i. LA Staff members present: Lizzy Horn (Art); Cindie Poulter (Financial Secretary)
 - ii. Guests present: Madra Pacheco-Dickerson (Parent); Danielle Cornejo (PTO)
- c. Roll Call
 - i. Directors present: Phil Courtney, Nina Sloan, Lori Woods, Sarah Wasinger, Jeff Baucum, Dan Burrows, and Janelle Johnson
- d. 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 September 11, 2017 with minor changes.
- b. Tonight's agenda with minor changes.

3. Reports to Board

- a. Music and Art Programs – Miss Horn gave a presentation showing how she integrates Core Knowledge curriculum into her art classes. She gave a demonstration of her new document camera and how it is being used. She highlighted multiple art projects such as eye of god weavings and white charcoal origami drawings. She spoke of a dance program she is using in her music classes which promotes music and overall coordination.
- b. PTO - PTO President, Danielle Cornejo presented a PTO update naming her newly elected board and reviewing past year successes, to include, the marquis signs, document cameras in the classrooms, new sound system in the gym, assemblies, and confidential benevolence to families in need.
- c. Principal's Report – Principal Janelle Johnson reviewed her monthly report (as posted). She gave an educational segment about this history of Core Knowledge and its founder ED Hirsch. She reviewed MAP test results from the Fall of 2017 showing high student growth. She also

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reviewed her personal Principal goals for the 17/18 school year and there was some discussion.

- d. League of Charter Schools Facility and Policy Summit – Board Members Lori Woods and Sarah Wasinger gave a report on lessons learned from their attendance at the most recent Summit.

4. Adjourn to Executive Session: **Motion 05-10-2017** As authorized by C.R.S § 24-6-402(4) and JCSD Policy BE/BEA/BEB

- a. At 7:29 pm President, Phil Courtney motioned that we move into executive session for the purpose of conferencing with the board's attorney for the purposes of receiving legal advice on specific legal questions regarding actions requested by the Arvada Fire Department, as authorized by C.R.S § 24-6-402(4)(b). The motion was seconded by Lori Woods and approved via roll call vote; 5 in favor and 0 against. Discussion began at 7:46 pm after a short break.
- b. At 8:24 President, Phil Courtney motioned that we adjourn from executive session and resume the regular business meeting. It was approved by general consent. After a brief break, the regular business meeting resumed at 8:36 pm.

5. Committee Reports

a. Finance Committee

- i. Financial Secretary, Cindie Poulter reported on the 17/18 financials. Everything is tracking where it should be for this time of year. The audit is progressing and we should be seeing results by November.
- ii. Compensation Subcommittee – Committee member Nina Sloan reported that the committee will be meeting Wednesday, October 18th at 7:00 AM and taking next steps toward writing proposals to be presented at the December Board Meeting.

b. Development

- i. Committee Chair Nina Sloan had nothing to report.

c. Governance

- i. Committee Chair, Dan Burrows gave an update on Board and Administrator roles and asked for feedback.

d. Facilities

- i. The Board discussed a Response to Arvada Fire Department: **Motion 6-10-2017**. Community Board Member Dan Burrows motioned to direct the Board's legal counsel to respond to the Arvada Fire Protection District (AFPD) by letter as discussed during Executive Session and direct the Board President to finalize the letter consistent with said discussion. Seconded by Jeff Baucum. Approved unanimously.
- ii. Facilities Chair, Lori Woods updated the Board on intentional plans regarding the Building A fire alarm system.

e. School Accountability Committee

- i. Committee Chair, Sarah Wasinger attended the most recent District Accountability Committee meeting and reported lessons learned.

f. Principal Job Description and Evaluation Tool

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- i. Board Member Jeff Baucum gave an update on the project asking to run a Beta test on the new tool in November with the goal of full implementation in the Spring.
- 6. Old Business
 - a. Project – Foundation Art Contest winner Abby Brewer – Nina Sloan reported a plan to bring this project to completion.
- 7. New Business
 - a. Policy for Sharing, Saving and Archiving Documents – Board Member Nina Sloan gave an overview of best practices and will give a more thorough report to the Board in November.
 - b. Strategic Plan
 - i. President, Phil Courtney reviewed the proposed final draft of the 17/18 Strategic Plan.
 - ii. **Motion 7-10-2017**. Board Member Nina Sloan made a motion to adopt the 2017/2018 Strategic Plan as proposed. Seconded by Dan Burrows. Approved unanimously.
- 8. Board Training Module: Accountability – review of Board training and scheduling of the next training.
- 9. 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 staff who presented at the October meeting – Nina
 - 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. Foundation – Administrative Representation – Janelle
 - ix. Schedule Board Photos – Nina
 - x. Get Sarah Wasinger web access to archived School Dashboard - Nina
 - xi. Review 2017/2018 Strategic Plan Quarterly – Dec/Mar/June – Add to Board Calendar - Phil
 - xii. Complete Governing Board and Administrator Roles Worksheet and bring to next Board Meeting – All
 - xiii. Post final revision of 17/18 Strategic Plan – Nina
 - xiv. Board Training Module to be completed by November Meeting: Strong and Stable Governance – All

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10. Announcements

- a. Next Board Meeting – November 13, 2017 – Student Center
- b. October 17th PTO Meeting Attendee – Sarah Wasinger
- c. November 14th PTO Meeting Attendee – Phil Courtney
- d. There is no PTO Meeting in December – no need for Board attendance
- e. Principal Evaluation to be scheduled in November.

11. Adjourn at 11:10pm on Monday, October 9, 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
Approved 11/13/2017 by Unanimous Consent

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