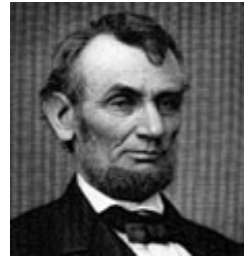




The Mission of Lincoln Academy is to help students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe, orderly, and caring environment.



Lincoln Academy Board of Directors

Regular Business Meeting

Minutes for Monday, January 9, 2017

Lincoln Academy Student Center

6:30 p.m.

1. Preliminaries
 - a. Call to Order: Board President Doug Neely called the regular business meeting to order at 6:30 pm.
 - b. Welcome to Guests and Introductions
 - i. LA staff members present were Jessie Tanguma and Andrew Weir.
 - ii. Additional guests present were Laurie and Dennis Frederickson, Shila Trinkle, Sarah Wasinger and Lori Woods.
 - c. Roll Call: All directors were present: Jeff Baucum, Dan Burrows, Phil Courtney, Kristi Geisz, Janelle Johnson, Doug Neely and Nina Sloan.
 - 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 on 12/12/16
 - b. Tonight's agenda
3. Reports to Board
 - a. Writing Curriculum: Lincoln Academy Instructional Coach, Jessie Tanguma, reported:
 - i. She explained how our staff is educated in the curriculum through conferences.
 - ii. Staff is also regularly updated on state standards.
 - iii. Grant monies are being used to provide planning time for staff.
 - b. UIP and Goal Setting: **Motion 26-01-2017**
 - i. Assistant Principal, Andrew Weir, reviewed Lincoln Academy's UIP and asked for clarification on how and in which areas the Board would like to set goals.
 - ii. Lincoln Academy student achievement scores are above district, state and national norms in most areas.
 - iii. Areas for improvement include student growth in writing and math.
 - iv. There was much discussion about testing; MAP, CMAS and PARCC scores; teaching strategies; teacher education; curriculum; and DSS intervention.
 - v. The Lincoln Academy board of directors, staff and administration agree on the following:
 - A desire to set student growth expectations above mean national norms.
 - The value in separately monitoring IEP, standard and ALP student group scores.
 - vi. Dan Burrows moved to approve a short-term expectation for 2016-17 to achieve MAP growth above the mean. The motion was seconded and after much additional discussion, unanimously approved.
 - c. Principal's Report
 - i. Janelle submitted her written report (see attached).
 - ii. Open enrollment has started. Lincoln has received more applications this year than at this same time in past years.
4. Committee Reports
 - a. Finance: Approve Current Fiscal Budget with Final FTE Count
 - i. Board Treasurer, Jeff Baucum, reported that because of the winter break, data is not available.

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- ii. Data will be available for approval next month.
- b. Governance
 - i. Policy Review: Governing Style
 - Committee chairman, Dan Burrows, reviewed the *Carver Policy Governance Model*, which the Board uses as a guideline.
 - The benefit of this model is that it, "...separates issues of organizational purpose (ENDS) from all other organizational issues (MEANS), placing primary importance on those Ends." (<http://www.carvergovernance.com/model.htm>). This governance model empowers administration to exercise the means by which to achieve end goals.
 - ii. Board Review Process: Dan recommends we try to do a board self-evaluation by end of the school year.
- c. Facilities
 - i. Update on Modular Project and Facility Needs: Committee chairman, Doug Neely, submitted his written report (see attached).
 - ii. Approve Additional Owner Rep Fees: **Motion 27-01-2017**
Doug Neely moved to approve up to \$10,000 in additional owner rep fees as submitted. The motion was seconded and after discussion, approved: 5 in favor, 1 abstention.
 - iii. Additional Facilities Updates: Janelle reported that much additional work was done over break, including repeated snow removal, floor joists repaired, outlets in gym checked and replaced, unused 220 outlets removed, and cabinets added to staff lounge in building B.
- d. School Accountability Committee: Approve SAC Survey: **Motion 28-01-2017**
Jeff Baucum motioned to approve the SAC Parent Survey for the 2016-17 school year as presented. The motion was seconded and unanimously approved after some discussion.
- e. Development
 - i. Committee chairman, Nina Sloan reported.
 - ii. There will be a Lincoln Academy Foundation meeting on Friday, January 13th.
 - iii. The committee's goal is to present Development Committee goals for the February board of directors meeting.
- f. Principal Evaluation Committee
 - i. Doug Neely reported.
 - ii. The committee will refer to the Lincoln Academy ends and means policy in creating the evaluation tool.
 - iii. The committee will work with board treasurer, Jeff Baucum, to include financial requirements.
 - iv. Looking for ideas on how to know if staff is performing tasks delegated/taught by the principal.
- 5. Old Business: None at this time
- 6. New Business
 - a. Approve Board Posting Location: **Motion 29-01-2017**
Kristi Geisz motioned that we move the board meeting posting location to the Lincoln Lobby. The motion was seconded and unanimously approved after some discussion.
 - b. Open Meeting Laws Discussion: Because of a recent ruling on open meeting reporting, open meeting laws were reviewed and discussed.
 - c. Board Recruitment
 - i. 2 positions will become vacant in May (Doug Neely and Kristi Geisz are term-limited).
 - ii. All board members should recruit.
 - iii. Post notices in the Lincoln Loop.
 - d. Board Training Modules: There was no discussion at this time.
- 7. Board Lessons Learned and Action Items
 - a. Lessons Learned: None at this time
 - b. Action Items

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- i. Post notice that members are attending CLCS conference in Feb. – Kristi
 - ii. Change board meeting posting location - Kristi
 - iii. Post board member recruitment notices – Kristi
 - iv. Look at board self evaluation form and give feedback to Dan – all
 - v. By February, research further data on short and long term expectations needed to achieve MAP goals - UIP committee
 - vi. Review “Board and Administrator Roles” – Janelle
 - vii. Add a teacher effectiveness report to the June principal’s report and Board calendar – Doug/Janelle
 - viii. Meet about coaching resources by February meeting – Nina and Janelle
 - ix. Board member recruitment – all
 - x. Board Training Modules: Please review these modules prior to the next Board meeting:
 - Building Relationships
 - Communication
 - Parental Involvement
8. Announcements
 - a. Next regular BoD meeting – Monday, February 13th, 6:30 PM – Student Center
 - b. Next PTO meeting – Tuesday, January 17th, 6:30 PM – Library (Doug Neely attends)
9. Adjourn: At 10:14 pm, the regular business meeting of the Lincoln Academy Charter School Board of Directors was adjourned by general consent.

Minutes respectfully submitted,
Kristi Geisz, Secretary
Lincoln Academy Charter School Board of Directors
Minutes approved 2/13/17