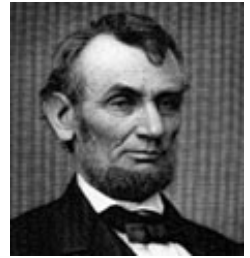




*The Mission of Lincoln Academy is to help students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe, orderly, and caring environment.*



## Lincoln Academy Board of Directors

### Regular Business Meeting

**Minutes for Monday, April 11, 2016**

Lincoln Academy Student Center

6:30 p.m.

#### 1. Preliminaries

- a. Call to Order: President Doug Neely called the business meeting to order at 6:30 pm.
- b. Welcome to Guests and Introductions:
  - i. LA staff members present were Rohe Eshbaugh, Larry Niemiec, Marty Nishida, Cindie Poulter, Jennifer Roberts, Matt Spahn, Lindsey Tomsick, and Andrew Weir.
  - ii. Additional guests present were Lynn Binns, Danielle Cornejo, LeAnn Fritzler, and Kristie Kidder.
- c. Roll Call: All directors were present: Jeff Baucum, Dan Burrows, Phil Courtney, Adam Draeger, Kristi Geisz, Janelle Johnson, Doug Neely and Nina Sloan.
- d. Hearing of Persons
  - i. Matt Spahn addressed the Board regarding a middle school literature elective.
  - ii. Danielle Cornejo invited all to Lincoln Academy's silent auction on April 28<sup>th</sup>.

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

- a. Minutes of the last regular business meeting on 3/14/16
- b. Minutes of the special board meeting on 3/16/16
- c. Tonight's agenda with minor amendment

#### 3. Reports to Board

- a. Recognize Jeffco Values Award Winners: Mrs. Johnson and the board of directors congratulated the following Lincoln Academy staff for receiving the *Jeffco Public Schools Values Awards* from the Jefferson Foundation:
  - Marty Nishida, Middle School Tech Teacher, received the award for *Teamwork*.
  - Andrew Weir, Elementary Assistant Principal, received the award for *Integrity*.
  - Megan Brinkerhoff, School Social Worker, received the award for *Valuing People*.
  - Jennifer Roberts, Full Day Kindergarten Teacher, received the *Exemplary Performance* award.
- b. Florida Science Trip: Middle school science teacher, Larry Niemec, presented a slide show of the trip.
- c. 7<sup>th</sup> Grade Genetics Projects: Mr. Niemiec also presented student projects.
- d. Principal's Report: Janelle submitted her written report (see attached) and there was some discussion.

#### 4. Committee Reports

- a. Governance: Committee chairman, Dan Burrows, led discussion of the following. Revisions and updates are needed.
  - i. Grievance Procedure (*Parental Conflict Resolution Procedure*, p. 20 of the *Parent/Student Handbook*)
  - ii. Policy Review – Board President Responsibilities
- b. Facilities: Committee chairman, Adam Draeger, reported that he is organizing the committee.
- c. Facilities Growth Committee
  - i. Committee chairman, Phil Courtney, submitted his written report (see attached).
  - ii. Approve Expenditure for Site Survey: **Motion 32-04-2016**  
Phil Courtney motioned to approve an expenditure not to exceed \$20,000 for a detailed site

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survey for the 8-classroom modular building. The motion was seconded and unanimously approved after much discussion.

- d. Finance
  - i. Board treasurer, Jeff Baucum, submitted his written report (see attached).
  - ii. Financial secretary, Cindie Poulter, reported that current financials are on track (see attached documents).
  - iii. Initial Review 16-17 Budget: There was some discussion.
- e. School Accountability Committee
  - i. Committee chairman, Kristi Geisz, submitted her written report (see attached).
  - ii. As of today, the number of responses to the parent survey are as follows:
    - General Survey - 98
    - Elementary Survey - 101
    - Middle School Survey - 36
- f. Development
  - i. Committee chairman, Nina Sloan, submitted her written report (see attached).
  - ii. Establish "Lincoln Academy Hall of Fame": **Motion 33-04-2016**  
Dan Burrows motioned to establish the "The Lincoln Academy Hall of Fame" to honor key and lasting contributors to Lincoln Academy. The motion was seconded and unanimously approved after much discussion.
  - iii. Appointments To The "The Lincoln Academy Hall of Fame": **Motion 34-04-2016**  
Jeff Baucum motioned to appoint Judy McKinney, Dr. Lloyd Carlton and MaryAnn Mahoney to be the first recipients of the "Lincoln Academy Hall of Fame" award. The motion was seconded and unanimously approved.
5. Old Business: Board Training Modules and Core Knowledge: Discussion was waived due to time constraints.
6. New Business
  - a. Review Non-Core Curriculum Review Process
    - i. Mrs. Johnson outlined the process that will be re-instated to approve literature that is outside of the Core Knowledge Curriculum.
    - ii. Elements of this process will include:
      - A committee to review literature
      - Reference to approved literature of other schools and the district
      - Creating a rubric for determining approval
  - b. Board Election Process: Governance Committee chairman, Dan Burrows, reviewed the history and process of Lincoln Academy Charter School Board elections. There was much discussion.
  - c. Approve Lease with Building Corp: **Motion 35-04-2016**  
Doug Neely motioned to approve the 2016-17 lease appropriation with the Lincoln Academy Building Corporation as presented with minor, immaterial changes. The motion was seconded and unanimously approved.
7. Board Lessons Learned and Action Items
  - a. Lessons Learned: A review committee should be formed for changes in curriculum.
  - b. Action Items
    - i. Thank you to Vanir and Wold for BEST Grant submission (on school letterhead) – Kristi
    - ii. Compose 2-3 sentence biography (3<sup>rd</sup> person voice) for Board webpage ASAP – all
    - iii. Send board module completion certificate to Kristi – all
    - iv. Update Grievance Procedure – Governance Committee
    - v. Look into staff pay for performance system – Governance Committee
    - vi. Badge photos August 12<sup>th</sup> around noon – all
    - vii. Board thank you to PTO on May 17<sup>th</sup> at 6 pm – all
    - viii. Continue to review board election process – Governance Committee

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- ix. Board Training Modules – Please review these modules prior to the next board meeting:
    - 1. Special Education
    - 2. Pitfalls to Avoid
    - 3. Additional Best Practices
  - x. Core Knowledge Training: Read Chapters 5-6 of *The Schools We Need and Why We Don't Have Them* by E.D. Hirsch, Jr.
8. Announcements
- a. Next PTO meeting – Tuesday, April 19<sup>th</sup>, 6:30 PM – Student Center (Doug will attend)
  - b. Next regular BoD business meeting – Monday, May 9<sup>th</sup>, 6:30 PM – Student Center
9. Adjourn: At 10:44 pm, the regular business meeting of the Lincoln Academy Charter School Board of Directors was adjourned via general consent.

Minutes respectfully submitted,  
Kristi Geisz, Secretary  
Lincoln Academy Charter School Board of Directors  
Minutes Approved 5/9/16