



MINUTES

Full Board of Directors' Meeting

**Monday, June 29th, 2020
6:15pm**

The meeting was held:

Online via Zoom

**Meeting ID: 757 1199 7633
Password: 0W1SsV**

MISSION: We exist to foster a diverse and equitable community of youth and adults striving together for academic, personal and civic excellence.

VISION: Inclusive excellence in public education.

The Board uses a series of qualifiers, where appropriate, to help clarify the nature of each presentation/report.

1. The decision has been made and updates are provided (Inform)
2. Input is needed to assist the board to make the best decision (Discussion/Input)
3. Brainstorming is needed to help identify all options (Brainstorm)
4. Input and/or decision is assigned to a Special Committee (Small Group)
5. The decision is ready for vote (Vote)

ATTENDANCE

Board Executive Committee:

Brent Baribeau, Board President
Joe Whitfield, Board Vice President
Eric Neumann, Treasurer
Gina Schlieman, Secretary

Board Members:

Gwen Maurello, Board Member
Brandon Hellwig, Board Member
Kenny Smith, Board Member
Drew Kent, Board Member
Ben Garey, Board Member
Anna Rogers, Board Member
Marc Furton, Board Member

Highline Members:

Chris Ferris, Highline Executive Director
Sarah Verni-Lau, Highline Southeast Principal
Brittany Joyce, Highline Director of Communications
Teresa Fraiser, HR Director
Heather Miles, HASE 8th Grade Teacher
Allison Williams, HASE 5th Grade Teacher

Other:

Leah Michael Dillard, 7th Grade ELA Teacher, HASE
Katie Romero, hASE Parent
Amanda Troutman, HANE Librarian
Stephanie Leigh, HASE Parent

Absent:

Guerin Gray, Highline Northeast Principal
Leslie Branson, Multi-Tiered Systems of Support (MTSS) Coordinator, HANE

<i>Topic</i>	<i>Presenter</i>	<i>Goals</i>	<i>Qualifier/ Outcome</i>
Call to Order – Brent Baribeau – Call to Order (6:18 pm) • Quorum Establish • Agenda Confirm / Discuss remote meeting protocol • Mission and Vision restated - Board shares personal actions Quorum established. The agenda was adopted with no changes. Brent Baribeau restated the mission and vision. Board members shared how they have or will take personal micro-actions with respect to DEI and what they have learned.			
Consent Agenda – Brent Baribeau – Governance – Vote (6:36 pm) • Minutes from the May 26, 2020 meeting • Board Policy Manual The agenda was adopted with no changes. Brent Baribeau made a motion to pass the consent agenda. The motion was seconded by Joe Whitfield. The motion passed unanimously.			
See BOD Packet for: (6:37 pm) • New Principal Evaluation Form and Leadership Standards • Financials • 20-21 Budget • 20-21 Board Calendar • State Health Guidelines for Schools			
Public Comment - Parent DEI Group (6:37 pm) Stephanie Leigh, parent and DEI member from the Southeast campus, shared that the parents for DEI have been meeting at 9am each Saturday morning via Zoom. They have created a space for parents to gather and share what is on their mind regarding race relations in the US. The Zoom link to those weekly meetings can be accessed here. Would be encouraged for more parents to attend and further this work at Highline. The parents for DEI group wants Highline to become an active anti-racist institution. Leah Michael Dillard, teacher at our Southeast campus. Shared that she wants us as a school to say that we are a school dedicated to anti-racism and believe that Black lives matter. The community needs to know what we stand for and be upfront in our position. Katie Romero joined as a member with a public with no comment.			
Executive Director Update - Chris Ferris - Inform (6:47 pm) The health guidelines have changed significantly for next school year. Research shows that children are less likely to transmit or contract COVID. School will resume in the fall with full class sizes, regular hours and schedule. Temperature checks upon arrival, mask wearing, social distancing, and extra cleaning will be instituted. Families will also have the choice to have their children participate in remote learning exclusively based on preference. Highline will be sending out a video to staff about proper mask wearing and other health updates. Admin team will develop a plan for full in-person learning, hybrid plan, and remote learning plan. For in-person learning, staff members will be placed in grade-level teams to support the same group of students. The plan for remote learning will be dependent on the number of families that opt-into it. The Admin team is still awaiting some details in order to fully formulate plans.			

Finance Committee – Marc Furton & Eric Neumann – Fiscal Oversight – Vote (7:05pm)

- Budget approval for 20-21
- CRF information

Marc Furton reviewed the 2019/20 budget to actual spend, showing ending the year with additions to unrestricted reserves for both campuses. Notable items were that student fees from activities were down due to campuses not having these for the last quarter of the school year, but expenses were also somewhat under, providing a net positive expected for year end.

2020-21 Forecast: 6% decrease in revenue, driven by PPR. Costs going up 1% for a \$724k deficit that will be taken out of the cash balance. For the 2021-2022 school year, showing a 3% rise in PPR, which would still be a deficit.

Eric Neumann made a motion to pass the 2020-21 budget. The motion was seconded by Ben Garey. The motion passed unanimously.

Reach Out – Chris Ferris - Discuss (7:28 pm)

- Strategic Plan revise, DEI Goals
- Annual Report

A lot has changed since we had our last strategic planning session. Chris Ferris shared an updated version of the draft Strategic Plan so that board members can have some deeper thoughts regarding some updated wording. Board members shared their thoughts on suggested changes. Brent Baribeau suggested creating an ad-hoc committee focused on refining the Strategic Plan and goal setting, or hosting a Strategic Planning session in July/August.

Reach In - Brent Baribeau - Governance - Vote (8:05 pm)

- Vote on new Board Officers
- Renew Drew Kent's term
- Discuss Committee membership
- Approve Board meeting calendar for 20-21

Brent Baribeau made a motion to vote on Eric Newumann and Marc Furton as Board co-Treasurers for the 2020-21 school year. The motion was seconded by Gina Schlieman. The motion passed unanimously. Eric will roll off the Board in January 2021, and Marc will be the sole Treasurer at that point.

Brent Baribeau made a motion to vote on Gina Schlieman as the Board Secretary for the 2020-21 school year. The motion was seconded by Joe Whitfield. The motion passed unanimously.

Brent Baribeau made a motion to vote on Joe Whitfield as the Board Vice President for the 2020-21 school year. The motion was seconded by Eric Newumann. The motion passed unanimously.

Joe Whitfield made a motion to vote on Brent Baribeau as the Board President for the 2020-21 school year. The motion was seconded by Gina Schlieman. The motion passed unanimously.

Brent Baribeau made a motion to renew Drew Kent's term for 3 years. The motion was seconded by Joe Whitfield. The motion passed unanimously.

Brent shared members of the following committees:

- REACH IN: Brent Baribeau, Gina Schlieman, Teresa Fraiser
- REACH OUT: Drew Kent, Ben Garey, Brandon Hellwig, Brittany Joyce, Chris Ferris
- REACH UP: Gwen Maurello, Kenny Smith, Joe Whitfield, Sarah Verni-Lau, Guerin Gray, Chris Ferris

- Finance committee: Eric Newumann, Marc Furton, Anna Rogers, Lori Deacon, Sara Krauss, Sarah Verni-Lau, Guerin Gray, Chris Ferris

Brent Baribeau made a motion to approve the Board meeting calendar for 2020-21. The motion was seconded by Joe Whitfield. The motion passed unanimously. The calendar may be amended as needed.

Brent Baribeau made a motion to approve the Board meeting calendar for 2020-21. The motion was seconded by Joe Whitfield.

Executive Session - Brent Baribeau - Discuss (8:21 pm)

Personnel review- adjourn to Google meets

Brent Baribeau made a motion for the Board to move into Executive Session in accordance with CRS 24-6-402(40(f) to discuss a personnel matter, specifically to discuss the end of year evaluation of the Executive Director. The motion was seconded by Joe Whitfield. The motion passed unanimously.

The board heard from Chris Ferris regarding her progress toward goals set for the 2019/20 school year, and then the board discussed her evaluation as Executive director and ways to further support her leadership of the Highline Academy Network.

Gina Schlieman made a motion to exit Executive Session and return to the Open Meeting. The motion was seconded by Brent Baribeau. The motion passed unanimously.

Reminders/Announcements - Brent Baribeau - Inform (9:38 pm)

Next BOD meeting:

- Monday, August 24, 2020 (online)

Adjournment - Brent Baribeau - End Meeting - Vote (9:39 pm)

With no further business up for discussion, a motion was made by Brent Baribeau and seconded by Gina Schlieman to adjourn the meeting. The motion passed unanimously.