

8-18-05 Executive Committee Meeting Minutes

Members Present: Lori Reinsvold, Steve Street, Terry Story, John Rattle, Eric Umholtz, Sandy Chenore, Marcia Stauter, Lori Bothwell. Absent: Bill Fisher and Noah Figueroa.

Administration Present: Becky Dougherty, Harlan Ptomey, Nathan Buxman & Kim Knutson.

- I. Meeting called to order at 7:05pm.
- II. Communications: Kim received an invitation to attend the Schools of Choice Seminar on September 16th, 2005 (See Attachment II).
- III. Kim is asking Cheryl Wangaman of District 6 to meet with her on a regular basis starting in September. Kim will keep notes from the meetings.
- IV. Approval of Agenda: After rearranging and adding items to the agenda, Motion made by Terry to approve the agenda as amended; seconded by John. Motion carried unanimously.
- V. Approval of Previous Minutes 8-18-05: Corrections were made and Motion made by John to approve the minutes as amended; seconded by Steve. Motion carried unanimously.
- VI. Hearing of Persons Desiring To Speak To An Item On the Agenda: none
- VII. Committee Updates: nothing
- VIII. Personnel Items: a) Elementary Hiring Update: Becky reported that the Elementary is fully hired and she has two contracts for the board to sign. b) Elem Resignations: Becky submitted the letter of resignation from Deb Schneider. Motion made by John to accept the letter of resignation; seconded by Marcia. Motion carried unanimously. Sandy will send a letter to Deb Schneider. c) Update on Facilities Manager and IT Position: Todd Liljestrang, IT, has been hired and is working at the Elementary and Secondary Schools. Tom Mothershed has been hired as the Facilities Manager and is basically working at the Secondary School. d) Hire Librarian: Harlan asked for a part-time Library person at the Secondary School as there is no one there now. He would appreciate anything the board could do. 20 hours a week would be great.
- IX. Review of Previous Action Items of the Executive Committee: nothing
- X. Special Items:
 - a) Grant Report: (See Attachment 10a) Grant Accountability Progress Report. Becky reported that Christi Barnes is doing a great job for Frontier.
 - b) Transportation: Lori R. expressed her concern with liability transporting students to and from games. She suggested the board consider renting District 6 buses. Lori R. asked Matt Reavis to investigate the cost and responsibility of transporting students.
 - c) Parent Survey Update-Steve: (See Attachment 10c) Elementary Survey. Steve has acquired samples of surveys from charter schools all over the country. He is still checking on a high school survey. He plans to have

the survey distributed by October. He is also considering an on-line survey.

- d) Oil and Gas Update-Eric: Eric reported that he heard back from Kerr-McGee. He will have Brent Coan review the proposal. He feels we got a better royalty than expected. The oil company fully intends to drill.
- e) Update on Secondary Academic Alignment Standards: Harlan reported that Kelly Cook has a lot of experience with alignment. Kelly is aligning courses both horizontally and vertically so that major courses will be taught in the same time periods. State Standards will be included in the curriculum. (See Attachment 10e) Teacher Accountability of Teaching. Goal of timeline, introduce as soon as possible. Probably will take Kelly all year to complete. Harlan will report back at the next EC meeting.
- f) Contracts with Colorado Virtual Academy & Theater group-Harlan: Theatre group would like to use the Auditorium, Band room and Orchestra room on Saturdays from 9am to noon at \$500.00 a month. Colorado Virtual Academy would like to rent a room for 9 months at \$1000 per month. The Theatre group and Colorado Virtual Academy will carry their own insurance. Harlan has faxed a contract to COVA, but has not heard back yet.
- g) FTE Update-Becky, Marie, and Harlan: (See Attachment 10g) Becky asked the board to help her with interpreting the agreement with Dist 6, on what enrollment needs to look like. There are 168 new students enrolled and our total FTE is 940 as of today. Becky suggested that Barry Arrington come back and see how we need to proceed. It might be helpful to have Barry Arrington meet with Marie and Kathy to discuss how they are enrolling out of district students. John suggested, talk to Cheryl to see how she would interpret this report, asking her for an e-mail response. Kim will draft e-mail to Cheryl, attach the report and ask for her response. Harlan also reported that he spoke to Linda Gleckler and she stated she found the money to fund the Special Development Grant promised to us. We have not received the funds yet. Harlan will follow up on the conversation and Kim will try to find the e-mail message.

XI. Education: nothing

XII. Administration: a) Anti-Bullying Policy-1st reading: (See Attachment 12) Anti-Bullying Policy. After review of policy, suggestions and correction were noted. Sandy will bring amended Anti-Bullying Policy to next EC meeting for 2nd reading.

XIII. Frontier Academy Facilities Corporation: nothing

XIV. Business / Finance: a) HR planning: Kim reported that Flood and Peterson submitted the only proposal (See Attachment 14). Kim reviewed and stated that HR Consultant Services could cost \$6000 to \$8000. HR services would include, employee handbook, contracts, testing-every 5 years (new hires) and employee files. **MOTION:** made by John to engage Flood and Peterson to do Human Resource Consultation on, 1) Employee Files and 2) Creating an Employee Handbook. Total cost not to exceed \$4000; seconded by Eric.

Voice vote: Lori R-yes, Steve-yes, Terry-yes, John-yes, Eric-yes, Sandy-yes, Marcia-yes, Lori B-yes. Motion carried unanimously. Testing: put on next EC Board meeting agenda and Contracts will be reviewed by the Finance Committee. John asked Harlan for update on cost of testing. Harlan reported the cost per student will go from \$1.14 per student to \$7.00 per student and we may look at new tests. District 6 wants us to use computers for testing. Kim asked how much of a raise will be given for next year. A decision needs to be made for the September 30th payroll. John stated the rate would be 2% until final FTE numbers are known. John reported that extra duty pay would also receive 2% of coaching stipend extra duty pay.

- XV. Hearing Of Persons Desiring To Address the Executive Committee: Mr. Settje reported that 34 students participate in the first football practice. The first game will be September 1st at 4:pm at Valley HS. He also reported that enough money was collected from fees. Lori Bothwell reported that she has 5 or 6 volunteers on her list for the OPT at the high school. Suggestion was made to have a list of volunteers to work in the library.
- XVI. Items of General Discussion By The Executive Committee Members: Eric asked Becky if an Elementary brochure is planned for this year. Becky would like help to create one. Eric will help to put a brochure together. Lori R. would like to set up a session with the School Board members. She asked the board members to give her feedback. Lori R. would also like to arrange a luncheon and invite all superintendents of District 6. She will also talk to Kim Dickey about serving as a representative on the District 6 Accountability Committee.
- XVII. Executive Session: Discipline Issue Discussion, Wage for Librarian and Secondary Curriculum Alignment. Executive Committee went into Executive Session at 9:20pm. Open portion of meeting resumed at 9:38pm. Executive Committee agreed to compensate Kelly Cook for Aligning Secondary Curriculum. Amount to be decided at next EC meeting Executive Session, after FTE numbers are confirmed.
- XVIII. Meeting adjourned at 9:40pm.