

## 11-3-05 Executive Committee Board Meeting Minutes

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

Administration Present: Rebecca Dougherty, Harlan Ptomey, Nathan Buxman and Kim Knutson.

- I. Meeting called to order at 7:10pm.
- II. Communications: a) nothing
- III. District 6 Communications: a) Feb. '06 Report-what is needed-Becky and Harlan will work together to decide which site will host the Feb. '06 Report meeting. Eric asked to discuss the Resolution received from District 6 (See Attachment 3a). Eric has asked Harlan to obtain clear directions from District 6 on exactly how CSAP opt outs are to be documented on report cards and transcripts. District 6 will be sending packets to us in 2 weeks.
- IV. Approval of Agenda: Two items were added to Special Items; j) Food Service Update; k) League of Charter Schools Conference Update. Motion made by Eric to approve the agenda as amended; seconded by Terry. Motion carried unanimously.
- V. Approval of Previous Minutes: 10-6-05; 10-13-05: Motion by Terry to accept the 10-6-05 minutes as amended; seconded by Sandy. Motion carried unanimously. Motion made by John to accept the 10-13-05 minutes as amended; seconded by Eric. Motion carried unanimously.
- VI. Hearing of Persons Desiring To Speak To An Item On the Agenda: Question from the audience-"Any information on the direction of the Math Program?" The Academic Committee is looking into the matter.
- VII. Committee Updates: a) School Improvement Committee Update: (See Attachment 7a) 10-13-05 School Improvement Committee Meeting Minutes. Secondary OPT has met, Dawn Luna and Sue Baldwin have agreed to run as Co-Presidents, Tami Fisher will run for Vice President. Ballots will be sent out soon. More parent volunteers are needed at the Secondary School. The administration will handle the completion of the handbook. Suggestion was made to add, "Items for Future Consideration." at the bottom of the Executive Committee Meeting agenda. b) Academic Committee Update: (See Attachment 7b) AEC Notes. Eric Umholtz reviewed the notes with the board members.
- VIII. Personnel Items: a) Harlan hired Becky Swanson for the part time librarian position at the Secondary School.
- IX. Special Items:
  - a. Booster Club By-Laws: Marcia handed out to the board members (See Attachment 10a) Frontier Academy Booster Club Constitution and Bylaws. Kim and Marcia will work together to prepare and file some of the required forms with the State.
  - b. Update Exec. Comm. Opening: No applications have been turned in yet. Deadline is November 14<sup>th</sup>.

- c. AYP-follow up on letter from Dist 6. Dr. Kleiber, of Dist 6, sent a letter to the board stating that Frontier Academy did make AYP, in a round about way.
  - d. Thank you to Mr. Schreiber: Sandy will send a letter of recognition from the Executive Committee to Mr. Schreiber.
  - e. Curriculum Committee: direction for math evaluation- Becky and Harlan asked the board to consider two pressing concerns (See Attachment 10e) Administrative Report. The transition of our 6<sup>th</sup> grade students to the secondary building and Improvement of a K-12 curriculum that is aligned with state standards that ensures student accountability and will be shown by improved CSAP scores. Eric & John are looking at evaluating, replacing or improving IMP. Becky suggested we take a look at Caesar Chavez School's K-12 curriculum. It was suggested to let the administration along with the board select the math curriculum.
  - f. President-Executive Committee: John Rattle volunteered to serve as President of the Executive Committee Board and stated that Bill Fisher is willing to serve as Treasurer. Eric nominated John Rattle for President of the EC Board; Sandy seconded the nomination. Paper vote- 5-yes, 0-no, John Rattle was elected President. The board will vote for Treasurer at the next board meeting.
  - g. Parent Survey Update: Steve is still working on survey and asked for volunteers to help. Sandy Chenore and Laura Obert volunteered to help.
  - h. Suspension Policy: Board members plan to meet with Sonny Subia and hope to have a policy ready by January.
  - i. Policy #7013-Status of Employees-propose changes-1<sup>st</sup> reading: (See Attachment 10i) Steve read the proposed changes. The proposed changes are to help clean up existing policies.
  - j. Food Service Update: Kim reported that the contract with Lopianos terminates on November 18<sup>th</sup>, due to poor quality of service. A letter will be sent home to parents next Monday. District 6 will submit a proposal for food service.
  - k. League of Charter Schools Conference Update: Marcia attended the conference and thought it was worthwhile, she will bring hand outs to the next board meeting.
- XI. Education: nothing
- XII. Administration a) Update Caesar Chavez Visit: Becky, Harlan, Amy Wyndelts and Kelly Cook spent a day at Caesar Chavez School. They were very impressed with the curriculum and test scores. Becky though we could benefit greatly by taking a look at their curriculum. b) Principal's Reports: Harlan submitted (See Attachment 12a) Principal's Report-November and Becky submitted (See Attachment 12b) Elementary Principal Report to the Executive Committee November 2005. Each principal reviewed their report with the board members and answered questions.
- XIII. Frontier Academy Facilities Corporation: a) Update: Still waiting on multiple bids for replacing flooring in the Elementary building, extending a wall in the library and lighting in the Gym.

- XIV. Business / Finance: a) September Financials: Kim reviewed (See Attachment 14) Frontier Academy Budget Comparison 2005-2006. John reported that he has talked to Wells Fargo in Denver regarding Re-financing our bonds. He is optimistic. Insurance Broker: Recommendation will be brought to the December meeting. John and Kim will meet with Cheryl Wangeman to discuss the 4% withholding excess. John recommended that District 6 decide how to deal with the excess amount. One possibility would be to split the amount 50/50. John suggested, spending the money on transportation. Noah and Terry will work with Mr. Boettcher in researching the purchase of a 15-passenger bus. Kelly Cook has requested additional dollars of approximately \$1000 per month, for her work on Aligning State Standards with Curriculum. John reported that the Treasury Committee recommends paying her \$950 to \$1000 extra per month, up to 15 months, with a start date effective October 2005. **MOTION** made by Terry to implement the Treasury Committee's recommendation; seconded by Eric. Voice Vote: Steve-yes, Sandy-yes, Marcia, yes, Terry-yes, John-yes. Motion carried unanimously. Kim reported that the Treasury Committee has approved giving \$1000 to this years graduating class.
- XV. Hearing of Persons Desiring To Address the Executive Committee: nothing
- XVI. Items of General Discussion By The Executive Committee Members: Sandy reminded the board of the Middle School Orientation-Open House scheduled for November 9<sup>th</sup> at the Secondary School from 5 to 7pm. Sandy suggested that Open House flyers be mailed to our 8<sup>th</sup> grade families. Next EC Board meeting will be December 1<sup>st</sup> at the Secondary School Library, starting at 6pm.
- XVII. Executive Session: a) Personnel-The Executive Committee went into Executive Session at 10:05pm. Open portion of meeting resumed at 10:40pm. No Motions.
- XVIII. Meeting adjourned at 10:41pm.