

New Vision Charter School
2366 E. 1st Street, Loveland, CO
Board of Directors Meeting
Monday, March 28, 2016

5:30-6:45 pm : Work Session

In attendance: Rick Daley, President, Melissa Doherty, Vice President, Brian Hamill, Treasurer, Deb Callies, Secretary, Brenna Strait, Member at Large, John Cheever, Member at Large, Phil Borchelt, Principal, Kelly Smith, Dean of Students, Pat Sweat, Business Manager

1.0 Robert's Rules of Order

- 1.1 Discussed what Robert's Rules of Order mean and how they apply to this Board of Directors.
- 1.2 Discussed was the idea that the Board of Directors needs to define what direction they need to go, and how they should proceed. Suggestion was made to split up the policies pertaining to board function, then meet together to discuss the work that was done in each group.
- 1.3 It was decided that the Board would go over any action items at the end of each meeting and confirm which person was responsible for each item.

2.0 BOD Evaluation

- 2.1 . The Board reviewed the BOD Evaluation
 - 2.1.1 Discussion focused on whether the BOD is evaluating and analyzing test data in-depth and on a regular basis.
 - 2.1.2 SAC is also trying to produce data that the BOD needs.
 - 2.1.3 Improvement in communication to the school was discussed.
 - 2.1.4 The need for a BOD calendar was discussed.
 - 2.1.5 Communication between board meetings outside of the Board meeting is difficult due to Sunshine Laws.

3.0 BOD Applications

- 3.1 Melissa Doherty reported on the application for new Board members. The Town Hall meeting will be this Wednesday March 30, 2016 at 5:30pm.
- 3.2 There are currently 6 people interested in the 4 open Board positions.

6:45-7 Informal Meet the Board

7 pm: General Session: Deb Callies motioned to open the meeting. Brian Hamill second.

1.0 Opening of Board Meeting Called to order at 6:45pm

- 1.1 Call to Order: "Our mission is to be a public school of choice that will produce high achieving model citizens through a content rich educational program and a partnership of students, parents, staff and the community."
- 1.2 Roll Call- Rick Daley, President, Melissa Doherty, Vice President, Brian Hamill, Treasurer, Deb Callies, Secretary, Brenna Strait, Member at Large, John Cheever, Member at Large, Phil Borchelt, Principal, Kelly Smith, Dean of Students, Pat Sweat, Business Manager

2.0 Adoption of Agenda: Rick motioned to move the adoption of the salary budget to action items. Brian Hamill second. Motion passed.

3.0 Approval of Minutes :

- 3.1 February 29, 2016 Brenna moved to approve the minutes as written. Brian Hamill second. Motion passed.

4.0 Consent Agenda-

5.0 Committee Reports:

- 5.1 Accountability - Brenna Strait reported on the SAC survey minutes.
- 5.2 Finance/Development Committee - Brian Hamill reported on the Finance and Development Committee report. Thompson School District was impressed with the NVCS Facility Plan and Scorecard that was submitted to them. Phil is to attend the TSD April BOD meeting so that he can discuss NVCS' needs and regarding our plan.
- 5.3 Committee of 2
- 5.4 PR Committee - There was an ad regarding Middle School PARCC data. Phil Borchelt has been going to several job fairs. Rob Protzman set up a computer program for the fairs. They also ran the Prezie production made by Marian Hejl for the last BOD meeting.
- 5.5 Hiring Committee - 7 interviews will be held this week. The final 3 will be decided on Thursday March 31st.

Bylaws Section 3.3: The committee purpose is to consider, review, advise upon, and make recommendations to the board.

6.0 Public Participation

The Board of Directors encourages community members to express their views on Board policy. Those wishing to speak to the Board should sign the Public Comment Roster located in the lobby next to the meeting agenda prior to the meeting. If you sign up to speak on the Public Comment Roster to address a specific agenda item, the Board president will give you an opportunity to speak during the Public Participation portion of the agenda or when that agenda item is before the Board for action. To manage the Board's and the public's time in the most effective manner, there is a three-minute time limit for individual speakers. If four or more individuals sign up to speak on the same side of the same topic, the Board will hear ten minutes from that group, arranged in any respectful way the collective individuals decide. If a member of the community would like to give a more formal presentation a written request must be submitted to the Board at least 10 days in advance. Contact the Board secretary for more details.

6.1

7.0 14. Announcements **

- 7.1 April Board Packet Items Due on **Tuesday April 19, 2016**
- 7.2 Upcoming Meetings Reminder: Agenda setting **April 11th** , **BOD meeting April 25th, 2016**

8.0 PTO Report:

8.1 Updates -

- 8.1.1 April 15th "I Love the 80's" Family Dance
- 8.1.2 May 14th Carnival 11:00am - 2:00pm
- 8.1.3 May 2nd-6th Teacher Appreciation
- 8.1.4 Elections for a new president will be held on May19, 2016

9.0 Administration Report:

- 9.1 Pat Sweat and Phil Borchelt met with Kaycee and TJ with the Boys and Girls Club and have set a monthly meeting with them.
 - 9.1.1 Boys and Girls Club has donated 2 pottery kilns to NVCS
- 9.2 Phil Borchelt went to a Cheyenne, WY job fair and was able to interview 15 teachers.
 - 9.2.1 He also collected 24 more applications for teachers.
- 9.3 Phil Borchelt reviewed the Administration Report
- 9.4 Enrollment & Withdrawal report - Phil Borchelt reviewed the report for the Board.
- 9.5 Enrollment Status report - Phil Borchelt also reviewed this report for the Board.
 - 9.5.1 The need for more Middle School students was discussed. Melissa Doherty will follow up with Phil Borchelt for ideas of potential new students.

10.0 Business Manager's Report:

- 10.1 Updates
 - 10.1.1 The Gala made just over \$4000

- 10.1.2 Rob Protzman is getting two more bids for key card entry locks for the exterior doors which we hope to have ready for the April board meeting. Pat is also working on having additional bids for the LED lighting at the next meeting.
- 10.1.3 Pat Sweat is still trying to find a company that can repair the exterior stucco so that we can proceed with painting the building exterior this summer. .
- 10.1.4 We received some preliminary numbers from DA Davidson on refinancing the bond. This information will be reviewed at the next Finance Committee meeting.
- 10.1.5 We are looking at using expandable walls instead of remodeling the upstairs area to add a new room as this cost would be approximately\$3K which is within the 2015 Gala fundraising for the project.
- 10.2 Budget guidance
 - 10.2.1 The 2016-17 Budget & Staffing has been adjusted to accommodate the current projected 2016-17 staffing needs and currently reflects NVCS not receiving the incremental funding to charters from TSD for 2016-17. Phil has submitted the NVCS Scorecard TSD and Phil will attend the TSD April meeting to discuss the MLO proposal. If we do not receive the incremental funding for 2016-17, we may need to access our NVCS Building Corp. repairs & maintenance reserve funds to meet our 2016-17 repairs & maintenance needs. The current 2016-17 budget projections reflect cuts in several areas, including instructional materials.
- 11.0 Staff Liaison report - Marian Hejl presented a video of some of the activities that have happened in the classrooms.
- 12.0 New Business:
 - 12.1 Security Proposal: Claire Davis Act
Nothing to report
 - 12.2 Policy update: IC/ICA School Calendar
 - 12.3 Policy update:: IC/ICA-R School Year/School Calendar
 - 12.4 Policy update: ID School Day
 - 12.5 Determination of 2016-17 Kindergarten Tuition
 - 12.5.1 It is recommended that Kindergarten Tuition remain the same this year.
 - 12.6 Dress Code
 - 12.6.1 Niki O'Brien addressed the the Board with concerns about the dress code. She suggested making 2 separate dress codes. 1 for the younger elementary school students and 1 for the middle school students. If that is not an option, then she would like to see any dress code issues resolved differently with the parents by either a phone call or an email to the parent so as to not embarrass or negatively affect the student.
 - 12.7.2 Kelly Smith reviewed her suggested revisions to the dress code policy.
 - 12.7.2.1 A suggestion was made to revise the dress code so that there are separate dress codes for younger vs older students.
 - 12.7.2.2 Kelly Smith asked for feedback on how to determine what length a skirt should be student.
- 13.0 Action Items
 - 13.1 Bell times -
 - 13.1.1 Mr. O'Brien spoke about not receiving information regarding the change of the bell schedule. He is also concerned about having 2 different pick up times for students. He would like more time, and possible options, for scheduling.
 - 13.1.2 Deb Callies clarified that if the Board votes yes tonight to approve the bell schedule change, then in effect, the Board is supporting any change that the administration comes up with.
 - 13.1.3 John Cheever motioned to open the floor to discussion of this topic. Melissa Doherty second. Motion passed.
 - 13.1.3.1 John Cheever brought up the change in Specials time from the original schedule when the school opened. He believes that a shortened day will

- not necessarily negatively affect the academic performance of the school.
- 13.1.3.2 Melissa Doherty brought up the concern that the bell schedule be changed to reduce teacher hours and help retain teachers.
 - 13.1.3.3 Rick Daley brought up the concern of potentially losing students due to a change in the bell schedule.
 - 13.1.3.4 Deb Callies would like to know if this is the only time that the Board would have any influence in the schedule.
 - 13.1.3.5 Phil Borchelt said that the Board would ultimately have to approve the bell schedule.
 - 13.1.3.6 Rick Daley read the policy and determined that the Board only approves the length of time that school is in session, not the actual schedule.
 - 13.1.3.7 Kelly Smith continued to read the policy and the Board is in charge of the beginning and end time of the school day.
 - 13.1.3.8 Brian Hamill does not want to reduce the length of the day because it was written into the charter that the days would be longer in order to promote strong academics. He would rather look at the potential of more funding to give additional money to the teachers. He also is concerned about the reduction of academic teaching time.
 - 13.1.3.9 Brenna Strait brought up her concern for the potential Driveline/pick up times and if this will affect the teachers who are continuing to instruct students.
 - 13.1.3.10 Phil Borchelt talked about his concern for Driveline also, and how those would be handled. He also discussed the difference between the required hours for Middle School vs. Elementary School required hours.
 - 13.1.4 Rick Daley motioned to change the policy to specify a shortened length of day to be shortened by 38 minutes. Brenna Strait second. Motion did not pass.
 - 13.1.5 Deb Callies motioned to form a committee to be put together with an administrator, teacher, parent and board member to explore length of school day proposal. Brenna Strait second. Motion passed.
- 13.2 SAC Survey Questions - Tabled
 - 13.3 Facility Inspection Report - Brian Hamill moved to approve the Facility Inspection Report. John Cheever second. Motion passed. Melissa Doherty not present for vote.
 - 13.4 LED Lights proposal - waiting on 2 more bids. Initial bid shows a payback in 7 years.
 - 13.5 2016-2017 Calendar - Brenna Strait motioned to approve the 2016-2017 calendar. Deb Callies second. Motion passed. Melissa Doherty voted against.
 - 13.6 Brian Hamill moved to approve the salary budget revived by Pat Sweat. John Cheever second. Motion passed.

Action Items:

- Deb Callies - bring ROR summary - next month
- Brian Hamill - write up for night hawk news
- Melissa Doherty - Phil PR -
- Deb Callies -get with Sarah - length of school day
- Kelly Smith - procedure for dress code enforcement -
- Phil - Stan re: MLO
- Pat - talk to Gordon re: bond refinancing

14.0 Adjourn - Melissa Doherty motioned to adjourn. Brenna Strait second. Motion passed.

Meeting adjourned at 9:20pm

This New Vision Board of Directors meeting will be held at 5:30 p.m. at New Vision Charter School, 2366 E. First St, Loveland, CO 80538. New Vision Charter School prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information should contact NVCS at (970) 613-8262 (voice) or in writing to 2366 E. 1st Street, Loveland, CO 80537.