



**Board Meeting Minutes**  
December 12, 2013 – 6:00 – 8:00pm  
Fields Foundation Office (1445 Dayton St., Aurora, CO 80010)

Board Members Present:

Taishya Adams  
Jessica Gutknecht  
Angie Ham (phone)  
Ryan Harrison (phone)  
Dayna Norman  
Maisha Pollard Fields

Others Present:

Jennifer Douglas, School Leader  
Christal Garcia, Guest (board candidate)  
Joe Gude, Guest (architect)

1. Opening Business

- Meeting called to order at 6:07pm.
- Approval of agenda: Motion to approve made by Jessica Gutknecht, seconded by Maisha Pollard Fields. Motion passed unanimously (MPU).
- Approval of minutes from November 14, 2013 and November 15, 2013 Board Meetings: Motion to approve minute made by Maisha Pollard Fields, seconded by Jessica Gutknecht. MPU.

2. Board Business

Board appointment: The board discussed the candidacy of Kristin Schledorn (materials attached). Jennifer noted that while Kristin can provide legal perspective, she cannot actually serve as the school's legal counsel. The board had questions about what Kristin can and cannot do; they want to make sure we can benefit from her legal expertise. Kristin may be asked to clarify this at a future meeting.

Motion to appoint Kristin Schledorn to the New Legacy board of directors made by Ryan Harrison, seconded by Jessica Gutknecht. MPU.

Board Secretary: The board needs a secretary, but decided to wait to vote on this position until new board members are in place.

4. CSI Contract Negotiations

The Charter School Institute voted to approve New Legacy's charter contract on December 10, 2013. The New Legacy board now needs to vote to accept the approved contract.

Motion to accept the charter contract made by Jessica Gutknecht, seconded by Dayna Norman. MPU.

#### 4. Committee Updates

##### Facilities and Finance:

- Joe Gude, an architect that the building owner has hired to do some sketches on the building, introduced himself and provided information on his background.
- The board raised concerns about the principal being responsible for childcare fundraising. Can the partner organization do this? Can they help pay a director to launch the program?
- Finance Cmte needs to connect with DFOM to ensure alignment of work.
- Financial consultant, Bill McQuinn, will be asked to provide a draft child development center budget for the next board meeting.
- Braintstorming around other grants to support early childhood education (Tony Grampsas Youth Services, Colorado Children's Trust Fund, etc.)

##### Governance Committee:

- Discussion about draft board manual. Need to add anti-discrimination policy, grievance policy, annual board calendar.
- Board retreat planned for March 1, 2013. Taishya Adams is working with Nora Flood from the Colorado League of Charter Schools on planning this. Cost will hopefully be covered by League planning grant.

##### Development, Fundraising, Outreach, and Marketing (DFOM) Committee:

- Three new members
- Planning meeting with Taishya Adams and Jennifer Douglas (and possible Jessica Gutknecht) on 12/16/13.

##### Health and Wellness Committee:

- Update on plans for 12/18/13 meeting.
- Requesting funds from Get Smart Schools to receive support from Colorado Youth Matter on goal-setting, development of assessments, and more.

##### School Accountability Committee:

- Meeting on January 2, 2014. Three people have joined the committee. Need to continue building it to reflect representation in different subject areas and define ideal composition. Meeting topics include budget review, DCI job description, and dashboard template.

##### Youth Leadership Committee

- 9-11 members, combination of youth, parents, someone active in the community, youth advocate.
- YLC reps involved in hiring, looking for opportunities to create leadership for all students in the school.
- Need to create a budget for funds to bring in speakers, field trips, etc.
- The council will have by-laws, officers, participate in hiring.
- Committee description is missing.

- Make sure social media platform/newsletter is aligned with DFOM.

All committee plans need to be organized in chronological order. Taishya Adams reminded everyone of the importance of submitting updates and materials in a timeline fashion.

Motion to approve the School Accountability Committee description and work plan made by Ryan Harrison, seconded by Angie Ham. MPU

Motion to approve the Youth Leadership Council description and work plan made by Ryan Harrison, seconded by Jessica Gutknecht. MPU

#### 5. Offer of Employment – J. Douglas

Motion to approve offer of employment made by Ryan Harrison, seconded by Angie Ham. MPU.

Current offer of employment is based on part-time work (.5 FTE) due to funding available. If grants are received to support an increase in time (and salary), this will be amended. Taishya Adams will make a note of this.

#### 6. Student Recruitment Plan

The board reviewed and discussed the draft student recruitment plan. It needs to be updated to reflect who is responsible for what and some support from board members. The board discussed contracting with someone to do this, but decided we all need to pitch in to help with it. Maisha Pollard Fields will put together a database of youth organizations we should connect with.

#### 7. Social Media

Everyone needs to update Facebook and LinkedIn pages identifying connection to NLCHS. DFOM Committee will create a LinkedIn organization page.

#### 8. CLCS Conference

Conference is February 20 and 21. We would like to send a board member; need to check on rates.

#### 9. Meeting Debrief

- Strengths: reminder about responsibilities, fundraising, outreach, good conversation.
- Deltas: coming to the meeting with voice; need to create protocols re: public attendance at board meetings; governance evaluation both as a group and as individuals; we should assume everyone's best intentions.

#### 12. Adjournment

Meeting adjourned at 8:03pm.

