



New Legacy Charter School Board of Directors

Minutes

Board Meeting

Date and Time

Saturday March 12, 2016 at 9:00 AM

Location

NLCS - 2091 N. Dayton Street

New Legacy Charter School is a small public charter school tailored to the unique and multifaceted needs of teen parents, empowering them to create a legacy of education, quality parenting, and personal success for themselves and their children. We serve pregnant and parenting high school eligible students (male and female) and their children ages 0-5 in northwest Aurora, Colorado. We opened doors on August 31, 2015.

Board Members Present

Annie Burris, Buffy Naake, Jessica Gutknecht, Kristin Schledorn, Monica Lyle, Noel Giametta, Phil Tromburg, Philip Cooke, Sarah Bridich, Taishya Adams

Board Members Absent

Guests Present

Jason Guerrero, Jennifer Douglas, Nora Flood

I. Opening Items

A.Record Attendance and Guests

B.Call the Meeting to Order

Taishya Adams called a meeting of the board of directors of New Legacy Charter School Board of Directors to order on Saturday Mar 12, 2016 @ 9:10 AM at NLCS - 2091 N. Dayton Street.

C.Approve Minutes

This item is tabled to the April board meeting since the notes were not attached to the agenda.

II. Welcome

A.Introduction of Session Facilitator: Nora Flood

B.Board Member Introductions & Team Building Activity

Jason Guerrero arrived late.

C.Agenda Overview

D.Administrative Updates

Jennifer Douglas discussed "intensives" with the Board. She also updated the Board on (1) IEPs; (2) a disciplinary issue that resulted in suspension for fighting and (3) resignation of special ed/health ed teacher. For future discussion, Jennifer would like the Board to consider: (1) enrollment closure for the upcoming block; (2) changing enrollment policy with CCSI for next year to only enroll parenting students; and (3) whether the six week blocks are effective and whether the school should evaluate semesters or quarters instead. There were questions from the Board regarding staff/teacher morale.

III. Finance

A.Monthly Financial Statement

Jennifer provided the following highlights: CCAP money; foundation revenue (\$50K from Nord Family Foundation); DPS funding. Jason Guerrero provided update on possible need to draw on line of credit for payroll.

P. Tromburg made a motion to To approve the monthly financials.

Noel Giametta seconded the motion.

The board **VOTED** unanimously to approve the motion.

B.FY2016 Budget Discussion

Jason Guerrero provided an overview of the FY17 budget. Highlights included: additional \$58/student adjusted allocation for this year; no concerns with meeting ECE enrollment of 80; \$47K rolling in from this year; CCAP at 80% of projected revenue, with a recommendation to the Board of a "report to school" day in July; CPPE and additional slots/potential revenue; health professional (covers 1/2 time social worker, but will be applying for full-time); lack of Title II funding; need for \$510K in grant funding (which is 25% of revenues (ECE is responsible for this, high school only would meet the goal, which should be 5% for best practice) with targets for grant funding- 50% of PPR covers facilities; grant funding numbers come from current applications, already committed, or standing relationships with funders; would need endowment of \$5 - \$17M to fund without dependence on grant funding; potential opportunities in APS with regard to sharing mill levy dollars for ECE; salary increases up 2%; larger increase in benefits (12 months of health insurance); rent increase (10 months versus 12); dramatic decrease in supplies (due to start up previous year); overall decrease in expenses; \$83K in total fund balance.

Second reading in May, adoption in June.

IV. Governance

A. Bylaws Review, Discussion and Vote

Jason Guerrero left early.

Two areas for policy discussion: Board terms and Officer terms. First area of discussion was board terms, with discussion on whether specific three year terms makes sense rather than it be determined by the Board on an ad hoc basis.

Kristin Schledorn and Sarah Bridich walked the Board through proposed revisions.

Board discussed location of meetings. With respect to Roberts Rules changes recommended to be: "shall be guided by the principles of RRO, but failure to follow will not invalidate any action of the Board." Nora Flood recommended that CEO not be an ex-officio member of the Board, because of Open Meetings requirements with meeting with CEO. Discussion was had regarding Board Chair, Vice-chair, etc. and President, Vice President of the Corporation. "The Officers of the Board of Directors" rather than "Officers of the Corporation". Corporate records need to be held by Board member and not the CEO. All references to Corporation should be changed to "Board of Directors" and "Chief Executive Officer" revised to "Executive Officer."

Officer terms recommendation is two consecutive terms. Board on Track recommends one year terms (annual elections), with up to two renewals (for maximum of three years) and then take one year off before serving another term.

Maximum terms should be five terms, with annual elections. Board discussed minimum term of two years, with four years maximum and then take two years off before serving another term. Board gained consensus on two year terms with four years maximum. Discussion around consistency between board member terms and officer terms, and whether three year term, with one renewal, for six years maximum for officers.

Taishya Adams also recommended that timing of election be changed so that it not occur in middle of school year (e.g., June).

T. Adams made a motion to Officer terms are two years with optional extension of one year, with requirement to take one year off before returning to that same officer position.

Phil Tromburg seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Taishya Adams	Aye
Kristin Schledorn	Aye
Monica Lyle	Aye
Philip Cooke	No
Phil Tromburg	Aye
Sarah Bridich	Aye
Buffy Naake	Aye
Jessica Gutknecht	Aye
Annie Burris	Aye
Noel Giametta	No

B. Articles of Incorporation

Taiysha made a motion, Sarah Bridich seconded, to approve the revised Articles of Incorporation, subject to attorney review of Article XI, with all board members voting yes.

Phil Cooke made a motion, Phil Tromburg seconded, to extend terms of board officers to June, when new elections will occur, with all board members voting yes.

V. Strategic Planning

A. Overview of Process, Guiding Documents/Data and Timeline

Facilitator discussed the purpose of the strategic planning process and the structure. T. Adams reviewed the timeline and process. Board members reviewed the academic and non academic data provided in the board packet and worked in small groups to identify strengths, weaknesses, opportunities and threats. The board decided to extend the strategic planning timeline from June approval to July approval. This will allow more time for stakeholder engagement throughout the process including staff, students, parents, committee members and community members.

B. SWOT Train the Trainer Activity

Facilitator provided an overview of the SWOT analysis purpose and process. Board members who serve as committee chairs will facilitate a similar process with their committees. Board members will provide T. Adams with the committee SWOT analysis outcomes to share at the June 2016 board meeting. This information will be used to inform the FY2017 budget review process.

VI. Break

A. Dynamic Breathwork Activity & Break

Kristin Schledorn left early.

VII. Fundraising - Individual/Corporate Donors

A. Stakeholder Matrix

B. Naake and M. Lyle facilitated an activity to gather individual and corporate giving donors and volunteers. Each board member is tasked with completing the stakeholder matrix and submitting to B. Naake by April 2016 board meeting.

B. "Making the Ask" Activity

Tabled.

C. Spring Fundraising Breakfast

M. Lyle provided an update to the breakfast and reminded board members to please invite committee members, colleagues, family and friends. A save the date is being finalized and will be shared with board members shortly. The committee will also draft sample email, facebook and twitter posts for board members to use leading up to the breakfast event.

VIII. Closing Items

A. Board Member Pulse

Board members wrote plus/delta comments on sticky note. Facilitator collected the stickys and shared reflections.

B. Retreat Evaluation

C.Adjourn Meeting

T. Adams made a motion to adjourn the meeting.

Buffy Naake seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:30 PM.

Respectfully Submitted,
Taishya Adams