



# New Legacy Charter School Board of Directors

## Minutes

### Board Meeting

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**Date and Time**

Thursday May 19, 2016 at 6:00 PM

**Location**

2091 Dayton Street

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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.

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**Board Members Present**

Annie Burris, Buffy Naake, Jessica Gutknecht, Kristin Schledorn, Monica Lyle, Philip Cooke, Taishya Adams

**Board Members Absent**

Noel Magee, Sarah Bridich

**Guests Present**

Felicia Adams, Jennifer Douglas

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**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 Thursday May 19, 2016 @ 6:13 PM at 2091 Dayton Street.

Each of the board members introduced themselves to Felicia Adams, a potential new board member.

### **C.Approve Minutes**

## **II. Welcome**

### **A.Administrative Updates**

Jennifer Douglas provided an update on activities, including Olympics, Prom (this weekend), Graduation (Wednesday, June 8, 10 - 11:30) and Robing Ceremony (Tuesday, May 31, 5:30 - 7). Jennifer Douglas is planning to use the last week for debriefing and reflection on the year with staff. Jennifer Douglas is also collecting resumes to fill two positions (Dean/College Access position and Humanities/ Special Ed teacher).

## **III. Governance**

### **A.CEO Evaluation Report Review and Discussion**

Taishya Adams provided an overview of the 2016 Evaluation Report. The most significant accomplishments, including opening the school, managing the unanticipated issues with the ELC, fundraising, hiring and training staff, and student enrollment. Three areas to focus on including academic achievement, financial sustainability, and school climate.

### **B.Executive Director Employment for 2016-17**

The board discussed the employment agreement and in particular the salary. The board has asked the Finance Committee to make a recommendation regarding a salary increase and the Academic Committee to review the job description.

### **C.Board Officer Nominations**

An update was provided regarding board member interest in positions: Sarah Bridich (president), Phil Cooke (vice-president), Secretary (Monica Lyle) and Phil Tromburg (Treasurer).

### **D.Board Recruitment Update**

Two possible candidates, Felicia Adams and Carmelita Galicia-Munoz.

### **E.Bylaws Review Follow-Up**

The board discussed the proposed bylaws, including the possibility of co-presidents, increasing board size, and board member duration and director terms. A final version will be brought back in June for final approval.

### **F.2016-2019 Strategic Plan**

Discussion about completing SWOT analysis with the committees. ECE has completed its analysis.

### **G.Enrollment Policy for 2016-17**

Jennifer Douglas informed the Board that she is no longer supportive of revising the enrollment policy as was discussed at the retreat. Philip Cooke discussed some of the pros to enrolling non parenting students, including financial,

classroom diversity and impact on ECE. Jennifer Douglas' recommendation is to not make any changes to the policy at this time.

#### **HBoard schedule for June, July, Aug**

No need to move meeting in June.

### **IV. Finance**

#### **A.Monthly Financial Statement**

Jennifer Douglas reviewed the financials with the Board, highlighting grants received from Piton and Buell and several other smaller ones totaling \$140,000. CCAP revenue continues to be a challenge. Will need to end year with \$40,000 for TABOR fund and may need to draw off the line of credit to meet that balance. J. Gutknecht made a motion to approve monthly financial statements. Monica Lyle seconded the motion. The board **VOTED** unanimously to approve the motion.

#### **B.FY2016 Budget Discussion**

Jason Guerrero reviewed the 2016-17 budget with the board. On grant income, school did not get United Way grant for \$75K so it was removed from the budget and offset by removal of a teacher from the ELC to open another ELC classroom. On state revenue one area of risk is CPP and another is CTE funding. Enrollment assumption in budget is 98 and school is currently at 85; will need to enroll 25 students to account for graduation, etc. and this increase. Board will vote on this budget at the June meeting to allow for newspaper publication prior to adoption.

### **V. Outreach and Development Committee**

#### **A.Development Update**

Attendance at event was over 100. \$17,485 donated on day of event. \$15K donated on-line; total fundraising was over \$32K. Expenses were \$3K, with most of expenses being food, chair/table rental, and print materials.

#### **B.Spring Fundraising Breakfast Debrief**

Attendance at event was over 100. \$17K donated on day of event. \$15K donated on-line; total fundraising was over \$32K. Expenses were \$3K, with most of expenses being food, chair/table rental, and print materials.

### **VI. Other Business**

#### **A.Graduation Save the Date - June 8, 2016**

#### **B.Health and Wellness Event - May 27**

From 10 - noon, two division (strollers) run/walk, booths, learning tables and children activities, in the parking lot.

### **VII. Closing Items**

#### **A.Adjourn Meeting**

T. Adams made a motion to adjourn the meeting. Philip Cooke 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 8:12 PM.

Respectfully Submitted,  
Kristin Schledorn