



Minutes

New Legacy Charter High School Board of Directors

Board Meeting

Thursday Nov 13, 2014 @ 6:00 PM at Hoffman Youth and Community Center - 1298 Peoria Street, Aurora, CO 80011

Board Members Present

Annie Burriss, Jessica Gutknecht, Kristin Schledorn, Noel Giametta, Philip Cooke, Taishya Adams

Board Members Absent

Dayna Norman, Nicole Moore

I. Opening Items

Call the Meeting to Order

Taishya Adams called a meeting of the board of directors of New Legacy Charter High School Board of Directors to order on Thursday Nov 13, 2014 @ 6:18 PM at Hoffman Youth and Community Center - 1298 Peoria Street, Aurora, CO 80011.

Approve Minutes

T. Adams made a motion to approve minutes from the Board Meeting on 10-09-14. Philip Cooke seconded the motion. The board **VOTED** to approve the motion.

Public Comment

Monica is interested in learning more about board membership.

Administrative Update

Invite contractors / employees to advisory board meeting next month.

II. Governance

Board Composition/Recruitment

Continue reaching out to networks, including the committees. Maisha Pollard Fields has accepted invitation to join advisory board. We should celebrate her board service at next meeting.

PD Opportunity

Make sure board members are signed up for League newsletters. Taishya encouraged participating in the Colorado Charter Schools Conference on February 26 - 27, 2015. One day attendance is fine. Board goals have been uploaded into Board on Track. Make sure they are up-to-date for your committee.

III. Finance

Committee Membership/Recruitment Update

Contingency Budget Update

Budget scenarios with higher enrollment - would be helpful to see the two scenarios side-by-side with differences, including narrative. If we increase capacity of high school, what is the impact on the early learning center? Questions about enrollment: Do we over-enroll a bit to account for students taking maternity leave? Good question to kick back to Finance Committee. How much do we enroll if more demand than capacity? What is programmatic impact of adding 25 more students? What additional staffing is needed? Table until we have more information. Talk to Flo Crit for their experience.

Approval of Form 990 for Submission to IRS

Need most updated version. Jen uploaded it.

K. Schledorn made a motion to Authorize Jennifer Douglas or Taishya Adams to sign and submit the Form 990.

Noel Giametta seconded the motion.

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

Review of Financial Reports and Dashboard

Move it to Excel, ongoing tracking doc. Taishya is going to send feedback and some sample dashboards. Add info on where we should be, milestones - including enrollment.

IV. Facility

Building Development Update

Facility Lease with ULC

Some questions about indemnification / liability language. Waiting for next version of lease from ULC. Outstanding questions: liability language, environmental audit, parking lot concerns. Also, board would like to issue an RFP for legal services.

Credit Enhancement Agreement

Make sure we send CSDC the lease. Need to add clause about sub-lease with MHM. Excess proceeds are never later defined.

V. Outreach and Development

Committee Membership/Recruitment

Cultivating Donors/Sponsors

Add minutes from Outreach and Development Committee for prospect reach. A lot of businesses have a budget for community support. Start reaching out to potential businesses. Also be thinking about internship sites. Concord Nursing School - nurses in classroom. Colorado Gives Day - coming up on December 9th. We are participating through the Colorado League of Charter Schools.

Cultivate Media Relations

Need to compile a list of media outlets. Start with list from Stacy at the Colorado League of Charter Schools. Advisory board member, Dave Fulton, is reaching out to Jenny Brundin at Colorado Public Radio. Media opportunity - ground-breaking. Get a date for this - check with JHL Constructors. Add Phil to Outreach and Development Committee communications.

Prospect Research

See committee notes. A committee member is completing a prospect research spreadsheet.

VI. Academic Excellence

Committee Membership/Recruitment

Phil shared strategies he's been using, including relying on committee members to get the word out and using social media.

Resource Library Update

Need to adjust timeline.

Boot Camp

Taishya is wondering about Boot Camps to maximize content area experts. Phil, Jen, and Taishya will talk more about this offline. Taishya will share her ideas about the structure of this.

VII. Youth Leadership Council

Committee Meeting Update

Jen provided an update on YLC meeting. Next time - circulate agenda to board. If other committees need input from students, they can add that to the agenda. Is there a way for students to participate online if they can't attend?

Student Voice

Ask student to write an article for newsletter.

YLC Leadership Module

VIII. Health and Wellness

H&W Evaluation Framework

Committee focused on three priorities: 1) social/emotional health; 2) healthcare; and 3) health education. MHM has a social/emotional assessment (part of ASQ). Need to coordinate between ELC and high school.

IX. Early Childhood Education

Partner with Mile High Montessori

What is timing of sublease with MHM? Need new lawyer to help with that. Need to make them align. Target - MOU for December board meeting.

X. Other Business

Colorado Charter Schools Conference - Feb 26-27, 2015

Let Jen know if you're interested. Go to www.coloradoleague.org for conference session info. Good opportunity for training and networking.

Next Board Meeting - Agenda Items?

January - need to decide meeting location and posting at the first meeting of the year.

Meeting Debrief

New board member orientation

Phil will coordinate with Annie, Nicole, and Noel to set a date.

XI. Closing Items

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 08:21 pm.

Respectfully Submitted,
Jennifer Douglas