



# New Legacy Charter School

## Board Meeting Minutes-**APPROVED**

**Date and Time:** August 15, 2019 - 5:30 to 8:30 pm

**Location:** 2091 Dayton Street, Aurora, CO

<p><b>New Legacy Charter School</b></p> <p>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.</p>	<p><b>GoToMeeting Information:</b>  <b>Board Mtg.</b>          Thu, Aug 15, 2019 5:30 PM - 8:30 PM MDT</p> <p><b>Please join my meeting from your computer, tablet or smartphone.</b>  <a href="https://global.gotomeeting.com/join/421325197">https://global.gotomeeting.com/join/421325197</a></p> <p><b>You can also dial in using your phone.</b>          United States: +1 (312) 757-3121</p> <p><b>Access Code: 421-325-197</b></p> <p>New to GoToMeeting? Get the app now and be ready when your first meeting starts:  <a href="https://global.gotomeeting.com/install/421325197">https://global.gotomeeting.com/install/421325197</a></p>
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## **Agenda**

### **1. Opening Items:**

<i>list items below</i>	Purpose (vote, discuss, FYI)	Presenter	Time (start): 5:30 pm
<p>A. Record attendance            John Lyons, JH Sava, Steven Bartholomew, Monica Abrahams, Kristin Schledorn, Liza Coughlin, Alison Monaghan, Sarah Bridich, Phil Cooke, Erin Silver, Angie Paluse,</p> <p>Board members absent: Mike Kotlarczyk, Julissa Martinez, Sue Miller Curley</p>	FYI	Alison Monaghan	2 m
<p>B. Call the Meeting to Order</p>	FYI	Monica Abrahams, Kristin	1 m

		Schledorn	
<p>C. Approve Minutes</p> <ul style="list-style-type: none"> <li>• <a href="#">June 12, 2019 mtg</a> APPROVED</li> <li>• <a href="#">July 2, 2019 mtg</a> APPROVED</li> </ul> <p>Sarah Bridich made a motion to approve Jun 12 minutes Phil Cooke seconded the motion</p> <p>Sarah Bridich made a motion to approve July 2 minutes Phil Cooke seconded the motion.</p>	Vote	Alison Monaghan	7 m
<p>D. Amendments to Agenda</p> <p>Add to Finance- Board needs to approve Kristin Schledorn and Monica Abrahams as authorized signers on the school bank account.</p>			5 m
<p>E. Public Comment (insert details)</p>			10 m

## 2. School Updates:

<i>list items below with description</i>	Purpose (vote, discuss, FYI)	Presenter	Time (start): 5:55 pm
A. Welcome to new board members and welcome back ACTIVITY	FYI	Steven Bartholomew	25 m

## 3. School Updates:

<i>list items below with description</i>	Purpose (vote, discuss, FYI)	Presenter	Time (start): 6:20 pm
A. <a href="#">Administrative Updates (linked)</a>	FYI	Steven Bartholomew	15 m
<p>B. <a href="#">Employee Handbook Changes (linked)</a></p> <ul style="list-style-type: none"> <li>• All changes made are highlighted yellow</li> <li>• Changes on pages: 11, 21, 23, 24, 27, 31, 34, 36</li> </ul> <p>Steven reviewed changes to the handbook. Board members asked questions. Steven made changes. Sarah Bridich made a motion to accept the Employee Handbook with modifications to social media to be made. Phil Cooke seconded the motion.</p>	Vote	Steven Bartholomew	10 m

The board VOTED to unanimously approve the motion.			
<p>C. <a href="#">Proposal for trading in mini bus for minivan (linked)</a></p> <p>Sarah Bridich makes a motion to sell one of the busses so that the school can purchase a minivan for a comparable cost.</p> <p>Angie Peluse seconded the motion.</p> <p>The board VOTED to unanimously approve the motion.</p>	Vote	Steven Bartholomew	10 m

Additional Links/Attachments:

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#### 4. Introduction to Google Folder:

<i>list items below with description</i>	Purpose (vote, discuss, FYI)	Presenter	Time (start):
			6:55 pm
A. Orientation to Google Documents	discuss	Monica Abrahams	5 m
<p>B. Familiarize all board members to the Google Folder (<a href="#">Scavenger Hunt document link</a>)</p> <p>Steven walked board members through the Google Documents.</p>	discuss	Monica Abrahams	20 m
C. <a href="#">Board Members Responsibilities and Agreement</a>			

Additional Links/Attachments:

- [New Legacy Charter School Board of Directors Folder](#)

#### 5. New Legacy Charter School renewal with Charter School Institute:

<i>list items below with description</i>	Purpose (vote, discuss, FYI)	Presenter	Time (start):
			7:20 pm
<p>A. Explain renewal process</p> <p>Steven explained renewal process. Board needs to download, copy, save, complete and send to John Lyons <a href="mailto:john.lyons@newlegacycharter.net">john.lyons@newlegacycharter.net</a> It is due Monday, August 19. New Board members exempt. Use link below.</p> <p>Steven, Leah and John will present to CSI on August 20. CSI site visit scheduled for this month.</p>	FYI	Steven Bartholomew	5 m
B. <a href="#">Board Needs Assessment survey</a>	Discuss	Kristin	25 m

		Schledorn	
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Links/Attachments:

- CSI Governance Needs Assessment

## 6. Finance Committee:

<i>list items below with description</i>	Purpose (vote, discuss, FYI)	Presenter	Time (start):
<p>Ammendment: Board needs to approve Kristin Schledorn and Monica Abrahams as authorized signers on the school bank account. Add vote to September agenda.</p>			7:50 pm
<p>A. Approve Monthly Financials</p> <ul style="list-style-type: none"> <li>• <a href="#">May 2019 financial packet (linked)</a></li> </ul> <p>Sarah Bridich made a motion to approve the May 2019 financial packet. Monica makes recommendation to name the drop down pdf. May 2019 financials rather than June.</p> <p>Angie Peluse seconds the motion.</p> <p>The board VOTED to unanimously approve the motion.</p>	vote	Mike Kotlarczyk	5 m
<p>B. Explain new financial packet format (starting this year)</p> <ul style="list-style-type: none"> <li>• <a href="#">New format (linked)</a></li> </ul>	discuss	Mike Kotlarczyk	10 m
<p>C. Review <a href="#">NLCS Fiscal Policies and Procedures Handbook (linked)</a></p> <p>The Board reviewed the NLCS Fiscal Policies and Procedures Handbook to see if there were any concerns.</p> <p>Sarah made a motion to accept the Financial Policies &amp; Procedures Handbook and making modifications that were discussed.</p> <p>JH Sava seconded the motion.</p> <p>The board VOTED to unanimously approve the motion.</p>	vote	Steven Bartholomew	5 m

## 7. Board Administration:

<i>list items below with description</i>	Purpose (vote, discuss, FYI)	Presenter	Time (start):
			8:10 pm

<p>A. <a href="#">Board Members Responsibilities and Agreement</a> (and conflict of interest form)</p> <p>Kristin explained the Board Members Responsibilities and Agreement. Board members present (Sarah, JH, Monica, Erin, Kristin, Liza, Alison) read, signed, and returned to Kristin.</p>	Discuss	Kristin Schledorn	10 m
<p>B. <a href="#">Proposed 2019-20 Board Meeting Calendar</a></p> <p>Vote on final calendar next month after adjustments are made.</p>	Vote	Monica Abrahams	5 m

Links/Attachments:

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### Closing Items:

<i>list items below with description</i>	Purpose (vote, discuss, FYI)	Presenter	Time (start): 8:25 pm
<p>A. Adjourn Meeting</p> <p>Angie makes recommendation to send follow up email. Also, an ask to send a Doodle poll for Board retreat date. Send thoughts about Agenda to Monica. Kristin mentioned collecting money for food and staff appreciation fund. Board members asked to contribute a donation to the school for food and gifts. Suggested standing order at Garbanzos. Costs about \$100/ month for feeding the board. (Divide by 12 people) plus what you would like to contribute to the staff appreciation appreciation fund. If interested write one check and share how to split.</p>	FYI	Monica Abrahams, Kristin Schledorn	2 m