



**Flagstaff Academy Board Working Meeting Minutes**

**December 16, 2008, 6:00 p.m.**

Flagstaff Academy  
1841 Lefthand Circle  
Longmont, CO 80501

I. Call to Order – 6:09 p.m.

**Present:** Jim Willett, Nathan Ginn, Kevin Wells, Sandra Weckerly, Rebecca Pepin, and Harrie Netel.

**Staff:** Jen Battistoni, Jennifer Meyer, Stephanie Jarvis, Kari Hvidevold, Margaret Cummings, Sheila Strukel, Bess Kuzma, and Jere Percy.

**Guests:** none

II. Pledge of Allegiance.

III. Reading of Vision and Mission Statements – Harrie Netel

IV. Changes or Additions to the Agenda:

a. Add Executive Session for student discipline issue.

V. Minute Approval

a. Rebecca Pepin moved to approve the November 5, 2008 minutes as presented. Harrie Netel seconded. Six Aye; Zero Nay - Approved.

b. Harrie Netel moved to approve the December 2, 2008 minutes as presented. Nate Ginn seconded. Minutes amended as follows:

- i. delete the phrase stating that Sandra Weckerly abstained from the vote on the last action item and to reflect that she voted Aye so the vote reflects Aye -6.
- ii. Abby Rooks shall be listed as Staff, not guest.
- iii. When printed the minutes show the date printed rather than the date of the meeting. The date at the bottom of the document shall be hard coded so it does not change when printed.
- iv. Discussion items regarding the committee report states Margaret Cummings needs approval for expenses in excess of \$5,000.00. It should

read “Margaret Cummings shall follow the RFP proposal and stay within the marketing budget.”

- v. Vote on Motion to approve the minutes as amended 5 Aye, 1 abstained.

VI. Announcements:

- a. Received the building permit and we are moving forward.
- b. The Xilinx partnership is exciting and we are thankful they chose us for this opportunity.
- c. No meeting 1/6/09
- d. Budget working meeting 1/20/09 at 5:00 p.m.

VII. Community Participation

- a. Treats were provided by the Sunshine Committee.
- b. Flagstaff chosen to host “Girls on the Run.”
  - i. Cost is \$125 each
  - ii. Jere Percy secured some scholarships.

VIII. Previous Action Items

- a. Academic Excellence – on tonight’s agenda.
- b. MS Survey – enrollment committee reported re: meetings and marketing.
- c. Dress Code Committee – 1<sup>st</sup> vote scheduled tonight.
- d. Preschool Committee – Discussed –Sandra Weckerly and Jere Percy may contact more preschools.
- e. Marketing Committee Report
- f. Requests for Proposals – draft policy is in the board packets.
- g. CDE Homework is due 2/3/09
- h. Requests for Proposals re: marketing, sent 7, 3 stated they don’t have time to do, forgot to sent to Kemper. Need to cc Margaret Cummings.
- i. Preschool Survey of Current Families – done, but may need to be redrafted to get different information.

IX. Reports:

- a. Principal
  - i. Staffing projections – need multiple proposals of the schedule in full detail to support our staffing decision.
  - ii. Denise Mund visited the Middle School with a colleague. She was complimentary.
- b. Assistant Principal’s Report –reviewed.
- c. Finance Report –
  - i. Per Mark Pilmore – no school had 5% increase or decrease to change funding.
  - ii. 403B plan – same plan as district, same administrator, same costs, same benefits. Will review again in July 2009.
  - iii. Updated budget by January 6, 2009, needs to be approved by January 20, 2009.

- d. Academic Excellence Committee
  - i. Kari Hvidevold presented on data culminated and reviewed by teachers and SMART goals set based on that data.
  - ii. Science/Technology content team will be created.
  - iii. Need to create K-8 Flagstaff standards
- e. Middle school retention survey
  - i. Board will review
  - ii. Denise will contact administration when its ready to be posted
  - iii. Post by 1/4/09
  - iv. Responses by 1/15/09
- f. Preschool Survey – already discussed.

X. Discussion Items

- a. Preschool – Jere Pearcy and Sandra Weckerly will contact more preschools.
- b. Green House – Global Children’s Gardens program is being reviewed by a group of parents. Funds have been sought and some promised, but none received at this time.
- c. Healthy Lunch Options – a program out of California is being started in Colorado.

XI. Action Items:

- a. 403(B) Plan: Jim Willett moved “We adopt, and Sandra Weckerly signs the Resolution exactly as proposed in the attached document.” (Document read word for word) Rebecca Pepin seconded. 6 Aye, Motion passed.
- b. RFQ Policy – Harrie Netel moved to adopt the policy as written. Nate seconded. Amendments: Change title to Request for Proposals (RFP); **RFP must be approved by the business manager and the Board** Harrie Netel moved to approve the policy as amended, Nate Ginn seconded. 6 Aye – Passed.
- c. Public Attendance Policy – Kevin Wells moved to approve the policy as written, Harrie Netel Seconded. Vote – 6 Aye – Passed.
- d. Marketing Committee Report – Rebecca Pepin moved to approve the Marketing Committee Report, Harrie Netel seconded. 6 Aye – Passed.
- e. Dress Code – Nate Ginn moved to approve the Dress Code policy as drafted. Kevin Wells seconded. Amended to add “pajamas” after “jailwear” Vote to approve as amended 4 Aye, 2 Nay, Passed.
- f. Principal’s Job Description: Jim Willett moved to approve the job description as drafted, Nate Ginn seconded. Amended on page 2 to add “regular,” page 3 to change “t” to the word “to.” Vote approve as amended, 6 Aye approved.

XII. Motion to Move into Executive Session regarding student confidentiality, pursuant to CRS §24-6-402(4)(h)

- a. Moved, Rebecca Pepin
- b. Seconded, Nate Ginn.
- c. Roll Call:
  - i. Nate Ginn – Aye

- ii. Harrie Netel – Aye
- iii. Rebecca Pepin – Aye
- iv. Sandra Weckerly – Aye
- v. Kevin Wells – Aye
- vi. Jim Willett – Aye
- d. Administrator – Jere Percy is asked to join the executive session.
- e. Moved into Executive Session at 9:25 p.m.
- f. Exited Executive Session at 9:31 p.m.

XIII. Motion to Adjourn – made by Jim Willett and seconded by Harrie Netel, passed. (6 aye, 0 nay.) 9:32 p.m.