



Flagstaff Academy Board Regular Meeting with Work Session Meeting Minutes
January 20, 2009 5:00 PM

Flagstaff Academy
1841 Lefthand Circle
Longmont, CO 80501

- I. Call to Order – 5:05 PM

Present: Harrie Netel, Jim Willett, Sandra Weckerly, Nate Ginn, Rebecca Pepin, Kevin Wells.

Staff: Sheila Strukel, Bess Kuzma, Jere Percy.
- II. 2008/09 Budget Revision & 2009/10 Budget Planning
 - a. The 2008/09 budget was reviewed - for questions about the budget please contact the Flagstaff Academy Business Manager.
 - b. Next year's budget was reviewed – budget is due to the District on March 10th. In order to move forward a realistic staffing projection must be developed.
- III. Start of Regular Meeting – 6:05 PM
- IV. Pledge of Allegiance.
- V. Approval of Agenda – Nate motioned to approve agenda and Rebecca seconded. Unanimously approved.
- VI. Public Comment
 - a. Two parents commented on the dress code.
- VII. Officer Election
 - a. Harrie nominated by Rebecca for Secretary and seconded by Nate Ginn.
 - b. Roll call vote: Nate - Yea, Rebecca - Yea, Harrie - Abstained, Sandra - Yea, Kevin - Yea, Jim – Yea.
- VIII. General Agenda
 - a. 2008/09 Budget revision
 - i. The revised budget was discussed.
 - ii. Rebecca motioned to approve the 2008/09 Budget revision and Nate seconded. Passed unanimously.

- b. AEC Committee
 - i. A report highlighting the technology program was submitted.
 - ii. The committee's 1st recommendation is to task the principal with developing a content team for the technology department and to develop technology standards.
 - iii. The committee's 2nd recommendation is to survey the teachers re: their comfort level with technology.
 - iv. The committee's 3rd recommendation is to have an inventory done of all technology equipment in the school.
- c. Green House
 - i. A report proposing a school greenhouse was submitted and discussed.
 - ii. A committee has been established with 5 parents and 3 staff headed by Leha Moskoff.
- d. Healthy Lunch Options
 - i. Harrie attended a meeting at the CLCS with Revolution Foods, a company out of CA that is planning to come to Colorado. Revolution Foods services schools with hot lunch that are healthy and not as expensive as other non-district options (\$3.25 / lunch).
 - ii. The Board agreed to do a tasting and a survey of the parents as soon as the Colorado Board of Education approves the rule change that allows us to get reimbursed for FRL without using the district as our food service provider.
- e. TPCA board meeting report - Harrie attended the Board Meeting at Twin Peaks and recommends all board members visit another charter school's board meeting.
- f. Charter Renewal - Kevin Wells, Barry Arrington, Sandra Weckerly and Jere Percy will attend.
- g. Grant Committee – the way the Grant Committee is operating today was discussed.
- h. Preschool Proposal
 - i. A proposal was discussed to offer a pilot half-day pre-k program. One 2-day and one 3-day program, with the goal to break even for the first year.
 - ii. Jim Willett motioned to direct preschool committee and administration to move forward with the enrollment for proposed preschool pilot program. Nate Ginn seconded. 6 Aye – Passed.
- i. Full-day Kindergarten Proposal - Since the pilot pre-k program only uses one of the preschool rooms it was recommended to have a third full day kindergarten and to eliminate the PM kindergarten program, leaving 3 full-day and 1 AM kindergarten classes. It was agreed to evaluate this additional full day class at the end of next year and see if this format of 3 full-time and 1 AM classes is something that should be continued.

IX. First Reading

- a. Marketing RFP - Rebecca sent out 11 request and received back 2 RFP responses. After reviewing both responses Rebecca's recommendation is stay with Kemper and Co who created a well thought out and planned out proposal. Jim Willett abstained from contributing to the discussion. Rebecca Pepin motioned to accept

Kemper and Co's RFP and hire them to complete the marketing for this fiscal year, Harrie Netel seconded. Roll call vote: Nate – Yea, Harrie – Yea, Rebecca – Yea, Sandra – Yea, Kevin – Yea, and Jim – abstained.

X. Second Reading

- a. Revised Dress Code - Nate Ginn motioned to approve the revised policy, Kevin Wells seconded. Discussion about a detail of the dress code. Role call vote: Nate – Yea, Sandra – Nay, Jim – Nay, Harrie – Nay, Rebecca – Nay, Kevin – Nay. The dress code was not approved. It will be revised and resubmitted to the board.
- b. RFP Policy - The changes suggested at the first reading have all been changed in the current document. Jim Willett motioned to table the proposal pending further revision by Harrie and Margaret, Nate seconded. Roll call vote: Harrie - Nay, Rebecca – Yes, Jim – Yes, Sandra – Yes, Kevin – Yes, Nate – Yes.

XI. Reports

- a. Principal – see attached.
- b. Assistant Principal – see attached.
- c. Facility – see attached. Discussed the purpose of the money raised during the Gala. Possibilities discussed included playground equipment and technology.

XII. Miscellaneous Items

- a. Approval of Minutes 12-16-08. Rebecca Pepin motioned to approve minutes as amended. Seconded by Harrie Netel. Unanimous approval.
- b. Board vacancy – it was announced that Denise Staple has resigned from the Board. Kevin will notify the community to submit a letter of interest. The interested parties will have to come to a board meeting and present. It was suggested to look for a community member to fill the vacancy. The goal is to have someone on board by the end of the school year.

XIII. Executive Session - Nate Ginn motioned to enter executive session for matters of Student Confidentiality with Jere Percy present C.R.S. 24-6-402 (4)(h). Seconded by Rebecca Pepin. Role call vote: Harrie - Yes, Rebecca – Yes, Jim – Yes, Sandra – Yes, Kevin – Yes, Nate – Yes.

- a. Moved into Executive Session at 9:36 PM
- b. Exited Executive Session at 9:45 PM

XIV. Adjournment – motioned by Jim Willett, seconded by Kevin Wells, unanimously passed at 9:48 PM

**Principals' Report
Flagstaff Academy
January 2009
Kindergarten-8th grades**

Notable Events and Interactions and planning information

- ❖ Sandra and Leonard took us on a tour of our new home. It is soooo exciting and we couldn't believe how big it is and how much room we are going to have!! Thanks Sandra, for all your hard work to make this a reality!! Please go and see it as it is truly awesome!!
- ❖ Kari Hvidevold, Jen Dauzvardis and I met with the CDE cadre (Tony Fontana, Megan Freeman-Peak to Peak) to continue our work in developing training modules for charter schools.
- ❖ We have scheduled two shadow days for our current 5th grades to follow a sixth grader through their school day in an effort to get our 5th graders hooked into our middle school.
- ❖ Met with Kristy Rollman to finalize arrangements for Flagstaff's first ever sock hop. I hope this can become an annual event especially when we have a new gym!! There are two different time slots for this evening with K-4th grades together at one time and 5th-8th grades scheduled at a later time. Again, we scheduled 5th graders purposefully with our middle schoolers to get their buy in with these kids!
- ❖ Recent enrollment clinics have been well attended with our last one having over 30 interested parents! Sheila will have enrollment information available at our meeting.
- ❖ We are hosting an enrollment clinic in Erie at the rec. center on Friday, January 16.

Educational Matters

- ❖ CELA testing (state mandated test for English language learners) is completed on five of our students who meet this qualification.
- ❖ 3rd grade CSAP testing in reading only will take place in February and the remaining tests for 3rd-8th grades will take place in March. We will attend district training on CSAP next week.
- ❖ Mid year testing in Dibels, DRA2 (both reading tests) as well as writing sample is currently occurring to make sure students are meeting grade level benchmarks for this point in the school year.

Facility

Personnel Issues

- ❖ Mandy has returned from maternity leave and is back full time officially on Monday, January 12.
- ❖ Kari Hvidevold completed her master's degree in curriculum and instruction! We congratulate her on all her hard work!!

- ❖ Andrew Moore and Tommy Reddicks are taking classes for principal licensure. As a result they have to complete intern hours, so Bess and I will be assigning them projects to help them in this endeavor. Let me know if there are things the board would like them to help with as well.

Personal update

- ❖ Kari Hvidevold and I will be on a site visit for CDE January 26-28 in Colorado Springs.

Questions

- ❖ We will be drawing the lottery enrollment on February 2nd and possibly the 4th. I would like a board member to attend. Volunteers?
- ❖ We need a board member to be on the teacher interview committee-anyone interested?

Flagstaff Academy Middle School Assistant Principal's Report, January 14, 2009

Middle School Updates

- Junior Achievement is beginning in middle school classes as JA volunteers complete their training.
- Ms.Slinker's fifth grade class will shadow all day in middle school on Tuesday, January 27. Mrs.Long's class will do the same on Thursday, January 29.
- All fifth through eighth grade students will go on a "field trip" to the new facility following the adult tour on Friday, February 6. Sandra Weckerly has worked with Leonard and Dale (from the construction company), to allow our students to see the inside of the building, especially the middle school and gym areas.
- Jere and I have now completed two evening middle school enrollment clinics, with one more next week. We continue to do two clinics a week, Tuesdays and Fridays, at 1:00 pm. Parents and families who attend have been very interested and impressed with our Core Knowledge program and general level of community spirit in our middle school, as well as the school in general.
- Renaissance Day is Friday, January 30. All middle school classes will be exploring their subject areas in connection with the seventeenth century. Fifth graders will be invited to participate, and students may dress in costume.

Facility Report 1-20-09
Building Corp. Update – Sandra Weckerly

Progress is just as expected. Framing is nearly complete and drywall is progressing and nearly finished in the Elementary wing. The build out is just as expected and very impressive.

Gym walls will be up within the next two weeks and should be dried-in by March 3rd.

Gym floor completion is the biggest time issue – may not be completed until late June.

Lockers and cubbies are in the process of being ordered.

FF&E is a constant head-ache, but is being handled and inventory is still being analyzed, then new classroom equip will be ordered once we determine needs.

Tech wiring is moving along very well.

Move is being organized by FABC with the input of Admin. – move out date is July 31 per contract.

Will be conducting a staff tour Feb. 6th 7am, a 5-8 grades student tour Feb. 6th 8:15am.

Will begin general open house tours the last Friday of each month beginning Feb. 27th 3-4:30pm.

Changes made to this point

- Gym divider traded out for cross-court hoops
- Gym office moved closer to commons
- New office built at the expense of a portion of a SPED room – the result is good for all.
- New hallway built for SPED room access – allows for privacy
- Kitchen enlarged
- New door added at end of commons at the expense of a 5th grade class room
- Conference room in Elem. Hallway will be Literacy office
- Windows added to library
- 4 shadow boxes added for art displays – 2 at entry, 2 at commons
- Fiber optics utilized within building
- Voice over IP will be used for phone system, will have one POTS line for emergency
- Bell system to be installed in middle school wing only
- Working with Andrew Moore and Paul Ingersoll to develop an interactive solar experiment

Issues/Concerns:

There is never enough money for technology. Would like to see grant writing/corporate donations being sought for technology.