



Flagstaff Academy Board Regular Session Meeting Minutes

June 16, 2009 6:00 PM

Flagstaff Academy
2040 Miller Drive
Longmont, CO 80501

I. Call to Order – 6:15 PM

Present: Nate Ginn, Harrie Netel, Rebecca Pepin, Cody Thompson, Sandra Weckerly & Kevin Wells

Absent: Jim Willett

Staff: Andrew Moore, Bess Kuzma, Sheila Strukel, Margaret Cummings

Guests: Marco Rafanelli, Lisa Nolan

II. Pledge of Allegiance

III. Approval of Agenda – Nate Ginn motioned to approve the agenda as submitted. Seconded by Harrie Netel. Passed unanimously.

IV. Public Comment – none.

V. General Agenda

- a. Action Item Update – Open action items were reviewed and status was updated.
- b. SFA - lunch proposal – Discussed the risks and benefits of Flagstaff Academy becoming the Vended Option School Food Authority, under which 15-20 other schools will be able to apply for Federal Reimbursement for Free and Reduced Lunch funding. Marco Rafanelli and Lisa Nolan of the Colorado League of Charter Schools presented the details of the “SFA co-op” which will help the SFA manage the administrative workload that comes with it. Harrie Netel motioned for Flagstaff Academy to apply to become the Vended Option School Food Authority. Seconded by Rebecca Pepin. Role call vote: Nate – nay, Harrie – aye, Rebecca – aye, Cody – aye, Sandra – aye, Kevin – nay. Motion passed.
- c. Retreat Update – Reviewed outcome of Strategic Planning Meeting on Sunday May 31 and next steps.
- d. Strategic Plan Update – Kevin will draft updated Strategic Plan and bring to August 4 Board Meeting for review.

- e. Technology Purchase – Reviewed purchases on Technology List for new building.
- f. Budget / Expenses – Reviewed costs of vacating old building on Left Hand Circle. Rebecca Pepin motioned to authorize Margaret Cummings to spend up to \$50K to get us out of the old building, while keeping the Board informed of financial implications. Seconded by Harrie Netel. Role call vote: Nate – aye, Harrie – aye, Rebecca – aye, Cody – aye, Sandra – aye, Kevin – aye. Motion passed unanimously.
- g. PTO Proposal – Discussed proposal for starting an official PTO. Next step is for Rebecca to bring the PTO Bylaws to the August 4 Board Meeting for approval.

VI. First Reading – none.

VII. Second Reading

- a. Admissions Policy – Not discussed.
- b. Board Background Check Policy – Rebecca Pepin motioned to approve the Flagstaff Academy Policy Regarding Background Checks of Board Members. Seconded by Kevin Wells. Role call vote: Nate – aye, Harrie – aye, Rebecca – aye, Cody – aye, Sandra – aye, Kevin – aye. Motion passed unanimously.

VIII. Reports

- a. Principal – see attached.
- b. Assistant Principal – see attached.
- c. Facility – verbal update.

IX. Miscellaneous Items

- a. Approval of minutes – Harrie Netel motioned to approve the May 19 meeting minutes as submitted. Seconded by Rebecca Pepin. Role call vote: Nate – aye, Harrie – aye, Rebecca – aye, Cody – aye, Sandra – aye, Kevin – aye. Motion passed unanimously.
- b. Action Item Update – Harrie will e-mail out updated action item list.

X. Adjournment – Nate Ginn motioned to adjourn. Seconded by Harrie Netel. Passed unanimously at 9:48 PM.

Principal's Report
June 16, 2009

Process

- We are still in the process of hiring the following positions
 - 3rd-5th Grade Intervention Specialist
 - Receptionist
 - Dean of Students
 - 5th Grade Teacher
- We are putting together strategies related to
 - Annual Professional Development calendar including
 - Inquiry-Based Science
 - Educational Technology Symposium
 - Lab Learner Science
 - Teacher Mentoring
 - Teacher Evaluations
 - SAC: viewing data from Parent Survey as Cohort data from 07/08 – 08/09

Problem

- Balancing Family w/new work responsibilities
 - (SOLUTION) Solidify Meeting schedules for 09-10 school year ASAP
- W/o Merit Pay in place, how do we create strong expectations around roles that might eventually fall under the merit pay structure, such as mentor teacher and lead teacher roles?

Plan

- Investigate Teacher Satisfaction ideas
 - ? Free/reduced springboard
 - ? Free/reduced Rev. Foods lunch
 - ? Free tickets to museum, sports events, etc.
 - ? Bus passes

**Flagstaff Academy Middle School
Assistant Principal's Report, June 10, 2009**

Eighth grade graduation:

- **All eighth graders graduated**
- **Wonderful ceremony with great cake and punch reception outside following**

Ongoing projects this month with Andrew include:

- * **Interviews for:**
 - fifth grade classroom teacher**
 - intervention specialist**
 - dean of school culture**
- **Process for all teacher evaluations**
- **Plan teacher mentor program**
- **Schedule teacher induction program**
- **Process for teachers on growth plans**
- **Plan August in-service days**
- **Review disciplinary code**
- **Revise all handbooks (as necessary)**
- **Finalize AIMS**
- **Service Learning MS Component**

Ongoing challenges include:

- **Have patience until we can move into the new building – we can't wait!**
- **Manage to function around the move and still accomplish necessary work**
- **Find some vacation days!**