

# Board of Directors Meeting Minutes

Meeting Date: 02 May, 2013  
Document Revision: 01 June, 2013  
Document Approval: 20 June, 2013

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**Meeting Date:** 02 May 2013

**Meeting Location:** RMAE Administration School Building- Spanish Classroom

**Meeting Called to order at:** 6:37

## **Board members in attendance:**

Ned Parker- President

Kristen LaJoy- Secretary

Kelli Anderson- Treasurer

Bob Fiore, Diane Sudmalis, Dan Cohen- Director (non-voting), Dina Walton,

**Others in attendance:** Carrie Quinn, Tim Lane, Drew Schneider, Dana Price, James Price, Karen Triverti, Beth Krueger, Bobby Sullivan, Dan Bennett, James Schmidt, Tom Krueger,

- A Quorum was reached with those present.
- Meeting notification requirements were met.
- The Pledge of Allegiance was recited by all in attendance.
- The RMAE Vision and Mission Statements were read aloud.

## **Public Comment:**

- Carrie Quinn had a comment/concern about how a parent was treated at the last AAA meeting. She would like the Board to be aware that the parent did not feel respected or heard.

## **Consent Agenda:**

- Consideration of Board of Directors (BOD) meeting minutes from 4/11/13

**Motion:** Kelli made the motion to accept the minutes from 4/11/13, Bob seconded it.

**Discussion:** None

**Vote:** 5-0

## **Committee Reports:**

- **AAA:** No report, meeting is next week.
- **Financial:** Kelli, Dan and Dina attended a meeting with S&P. They downgraded our bond rating. We don't think that the downgrade of our financial bond status will affect us in any way. Seth would like to see a scorecard from S&P for the Board to go over. Dina said that the Senate Finance Bill passed (13213) so it goes to the voters. Kelli wants to

know how this affects our charter and all charter schools. Dina will send out the link to a webinar about this bill. Dina has no numbers because this meeting was a week early. Dina put in for a grant for teacher computers, we will not know until August. Still is waiting for the auction money and annual giving money. PTO is giving 12K to pay off the principle on Bond B. Student fees can be paid online starting July for a \$2 service fee (fee charged by processor, not RMAE). Dina will no longer be able to run credit cards monthly. It will be the responsible party's duty. There is a flyer going out. Dina will be at the school 3 days a week this summer. Preschool lease is settled as per contract from last month.

- **RMAE Foundation:** None
- **Annual Giving:** None
- **Marketing:** Kelli said the state of the school letter will be coming out this week. It will be sent out in the mail, Grizzly Growl and Friday folder. Next marketing meeting is May 6. The website will be finalized at that meeting. Kelli, Kate, and the foundation are working together on press releases, marketing calendar and alumni letters. The next Foundation planning meeting is May 13 at Stagecoach Grill at 5:30.
- **PTO:** No report
- **Preschool:** Ned read the report, see attached.
- **Facilities/Tech:** No report, see field committee update.
- **Director:** None.
- **President:** None.

#### **Old Business:**

- **Field Committee update:**
  - Tim Lane and Drew Schneider presented. They reviewed the phases and the history of the project. Drew went over the plans/drawings with the neighbors.
  - Update on Jeffco Permit Application
  - Update on grading bids received to date- there is only one complete bid in so far.
  - Update on funds deposited in Field Account to date and "pending funds."-Dina reported \$69,244 funds on hand.
  - Tim made a request to initiate negotiations with Stingers Soccer on usage agreement, in exchange for their sponsorship on Colorado Youth Soccer Grant application.

■ Ned has a concern about the 10 year commitment that has to be made.

**Motion:** Ned made the motion to authorize the field team to negotiate with Stingers Soccer for usage agreement in exchange for the sponsorship of Colorado Youth Soccer grant applications unless the organizations are dissolved, Bob seconded it.

**Discussion:** None.

**Vote:** 5-0, approved.

- **Q&A** with BOD and the neighbor HOA group. The HOA would like to see the drainage/fire road put in to mitigate traffic. The group would like the canopy and

the greenhouse to be moved. Lights on the field will NOT be part of the plan, they are not allowed. HOA are concerned about outside usage and use of the field. Tim explained that RMAE will keep control of the field not EPRD. The U10 field is too small for football and lacrosse. By the nature of the size, it reduces and limits the activities it could be used for. The HOA is concerned about traffic on weekends but Tim explained that it shouldn't be a problem due to size limitations of the field. HOA would like to have a copy of Jeffco site plan. The HOA members would like to know what's plan B if the field is not approved due to setbacks. A U9 field would then be considered. HOA is concerned about the paint color on the roof. They would like to know what is the priority? Dina explained the money is earmarked for PE and can **not** go anywhere else. The HOA asked about the timing of the field. The response is that there is a high probability the project will be started this summer.

- **Final approval of Staff and Parent Handbook for following School Year**-First reading, some corrections to be made. Revised copy will be discussed at the June meeting.
- **BOD Election Committee Report**- None. Ned invited the HOA members to be a community liaison on the Board.
- **Board Evaluations**-Tabled.
- **Director Evaluations**- Ned went over evaluation. Ned would like to work on committee job descriptions and/or annual task assignments. Diane would like to see more direction with committees but thinks there has been amazing progress, and would like to thank Dan for his work. Overall, the evaluation states that Dan does a great job with students, parents, and teachers but needs to work on community presence/interaction/relations. Kelli would like to know where this survey came from because it doesn't seem to fit our school/needs. Bob offered to help write a new evaluation. After executive session, there was unanimous BOD Director contract renewal.

#### **New Business:**

- **Director contract offer, Executive Session**
  - Pursuant to section 24-6-402(4)(f) the Board is going into executive session for an update on personnel matters.
  - **Motion:** Bob made the motion to go into executive session, Ned seconded it.
  - **Discussion:** None.
  - **Vote:**5-0 approval. Entered into executive session at 8:22 pm
  - **Motion:** Motion to come out of executive session was made by Bob, Kelli seconded it.
  - **Discussion:**None.
  - **Vote:**5-0, approval. Came out of executive session at 8:39.
- **Creation of Charter renewal Committee**- Dan would like to lead the committee. Bob

would like to be on the committee.

- **Board Training Modules-**

- **#14 Board training module Legal and Policy issues.** Colorado league of charter schools has a list of current pending legal policy issues being discussed. The website has links to information about the issues.
- **#16 Board Training module Board Officer Roles and Responsibilities.** Across the state, there are a variety of board structures. RMAE seems to be comfortable with theirs, but there are alternatives if we feel the need to change.
- **#17 Board Training module Professional Development & Training.** The RMAE Board works through a section of training modules each year and completes a self assessment.
- **#18 Board Training module Strategic Planning.** Currently, we have an 18 month strat plan. We need to advertise our accomplishments, maybe in the Grizzly growl. Ned suggested one Grizzly Growl for PTO, BOD, AAA accomplishments- maybe the first one of each school year.
- **#7 Charter School Acts/ #8 Charter School Finance.** RMAE has a monthly discussion about finances. We are working on a dashboard for finances.

**Action Items** (to be completed at the next Board meeting):

- **End of year review; Directors Goals**
- **Board Training modules (#23,#24)**
- **Edit and Review of Handbook**

**Board Comment:** none

**Next Meeting - June 20, 2013 at the LaJoys, 29191 Hidden Village Dr, Evergreen  
Adjournment- 9:18**