



RMAE Board of Directors MEETING

Date: 10-30-13 6:30pm

LOCATION: Rocky Mountain Academy of Evergreen, Admin Building, Evergreen, CO

RMAE Vision Statement: RMAE envisions a community of parents, teachers, students and educational and business leaders working together to create a learning environment that encourages growth in character, academic achievement and the love of learning, resulting in responsible, productive citizens.

RMAE Mission Statement: RMAE inspires each student to pursue personal and academic excellence through an intellectually challenging Core Knowledge™ curriculum within a nurturing environment.

Meeting Minutes

Document Revision: 12-11-13

Document Approval: 12-12-13

Call to Order & Pledge of Allegiance 6:34 p.m.
Reading of Vision & Mission

BOD Members in Attendance:

Dana Price, Secretary, Parent Representative
Jamie Price, Parent Representative
Bob Fiore, Parent Representative
Dan Cohen, Director

BOD Members on Conference Call:

Ned Parker, President, Parent Representative
Aaron Lessig, Vice President, Parent Representative (joined at 6:55 P.M.)
Kristen LaJoy, Community Representative

Quorum achieved.

Others in Attendance: Cheryl Hadsell & Dina Walton

Public Comment: None

Old Business:

A. Charter Renewal

Dina stated that the most recent Strategic Plan sent to the BOD members is one that she received from Aaron. Some edits have been made. BOD Members discussed the following changes:

- Goal “Financial Sustainability” – Tools: remove “PTO for collections” & “Monthly Auto Payment”
- Goal “Parent Engagement” – Metric: add “100% participation in Annual Giving” and in Owner: PTO/Foundation.
- Indicator “P.E./Facilities” – Targets: complete the turf ready field.”
- Indicator “Strong Governance” – Measure: “Annual BOD Training” - Metric: BOD members must pass Training Modules with 70% or better. Baseline: No formal training expected of new members. Activities: Annual Survey Results. Measure: “Annual Board Self-Evaluation” – Baseline: Completed annually. Activities: Annual Survey Results. Measure: “Effective BOD Mtgs” – Activities: follow Robert’s Rules as indicated in the Bylaws. Measure: “Effective Leadership, Direction & Support” – Activities: Coffee w/ Director, Climate Survey for Staff & Parents mid-year & SOS meetings. Under Activities add Annual Survey Results to each row.

- Indicator “School-level Policies & Procedures”- Metric: Annual assignment of duties or an annual contract w/ subcommittees & Director’s set of annual goals.
- Indicator “HS Readiness” & “Positive Attitude Toward Learning” – Person (s) Responsible: AAA
- Indicator “Financial Health” – Activities: “Foundation fundraising, Grants & Outside sourcing” – Person (s) Responsible: “Foundation and Grant Writer”. Under Baseline - \$450K (end of year cash to build up reserve). Discussion ensued regarding dollar amount. Is this an achievable target? If Amendment 66 passes this is a valid target, if it does not pass this will need to be changed. Approach is working with the Foundation & fundraising. A reserve fund is necessary. Would like to see a deferred major maintenance fund (Repair/Replacement fund) as well. We have one with USBank, it is a covenant for the Bond, and it is \$15K per year up to \$75K. Once we hit \$75K we do not have to continue to put money into this account. As we continue to ask parents for money, we need to be able to articulate what the money is for. Keep 100% participation.
- Indicator “Positive Community Relationships” – Activities: Chili cook-off, Rodeo Parade, etc.
- Consistency throughout with our Vision Statement.
- Community Relationship page is slim.
- Blank pages will be removed and fonts will be in sync.
- In April when the District presents our contract is when signatures are needed. Every April for the following 5 years there will be addendums that need to be signed.
- UIP’s are an Appendix to the Charter Renewal.
- Various deadline dates/timelines are confusing without references.

Status & Growth targets – asterisks are not consistent. Dan said there might have been different targets at different times. He will review. Keep years 08-09 even though targets may have been different? Cheryl will research.

Strategic Plan Goals need to be reviewed every month during the BOD meetings.

Kristen departed 7:20 P.M.

Motion: Jamie made the motion to approve the Charter Renewal as amended tonight by the BOD, Dana seconded.

Approval: 5-0

Abstentions: None

A copy of the Charter Renewal can be found on the RMAE website.

B. Unified Improvement Plan (UIP): Ned reported.

- The BOD does not need to approve the two UIP’s, one for Middle School and one for Elementary School. There are highs and lows of achievement by grade level.
- If a group of students, year-to-year as they progress up through grades, shows poor performance, does this indicate that, systematically, we are not teaching correctly or does it highlight these students as an anomaly? MS UIP, worksheet #1. Under Achievement: Reading, Math & Writing seems to be the exception for the 7th grade class. From the teacher’s perspective it seemed to be that group of students. Attrition rate and influx of new students could be a factor as well. The 5th grade class from last academic year needs to be looked at as well. Some attrition from this class occurred recently. If you maintain teachers and the same statistics appear then you would review the staff and not the students. There have been at least 7 different 5th grade teachers over the last few years.
- The BOD needs to begin striving for stability with staff through compensation or consistency year to year.
- Data can be broken down by grade and class for better dissemination. AAA to review this information more thoroughly on 5th & 7th graders and bring back to BOD.
- Annual targets for performance 13-14 still holding writing for students achieving 80%, but the last 5 years of data indicate we will not make that target.

- The BOD has reviewed the UIP's. We would like to thank AAA for their effort and hard work and agree with their findings.
- Cheryl is very confident in the AAA committee. She will present a summary to the BOD at the next meeting.

Board Comment:

- As a result of the October 24 meeting, there was the suggestion to hold an additional meeting on November 7, possibly to include an Executive Session, to resolve any outstanding Director/Board working relationship issues. Rather than having a special meeting, which could cause concern for some within the RMAE community, it was felt better to combine this with the next regularly scheduled meeting on November 14. The BOD wants Dan to have a chance to address current issues. Executive Session does not need to be posted on the Agenda ahead of time – it can be motioned for at any time as long as the subject is specifically stated.
 - There are processes and procedures that need to be adhered to and personnel files/reviews are not for open discussion. Executive Session allows privacy and respect to personnel for discussion. The conversation can be frank and contained, avoiding rumors.
 - The BOD agreed to move the next regular meeting to November 7 to accommodate Jamie's schedule and achieve resolution with Dan before his upcoming parent meetings.
- Dan is having "Coffee with the Director" next week, this venue is for/about the students.
- The BOD, Director and AAA need to all be collaborative with moving the school forward.
- Review Open Meetings Law in regards to Public Comment for meetings.
- For the Grizzly Growl: statement from the BOD, we are moving forward, happy with AAA, reviewed the UIP's and met our objective with the Charter Renewal.

Next Meeting – November 7, 2013

Adjournment – 8:18 p.m.