



RMAE Board of Directors MEETING

February 12, 2015

Date: 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.

Document Revision:

Document Approval:

BOD Members in Attendance:

Dave Hadsell, President, Parent Representative
Alan Scheik, Vice President, Parent Representative
Ned Parker, Parent Representative
Jamie Price, Parent Representative
Cherie Mazurek, Teacher Representative
Brad Giles, Parent Representative
Kelli Anderson, Secretary, Parent Representative
Roberta Harrell, Director (non-voting member)

BOD Members on Conference Call: None

BOD Members Absent: Doug Kittelsen, Thomas Seybold

Others in Attendance: Tim Matlick (District Charter School Representative), Alan Doggett (Cunningham Group), Kim Eagan (AAA), Kim Canon (Foundation)

Call to Order & Pledge of Allegiance: 6:30

Reading of Vision & Mission

Public Comment: Introduction from Tim Matlick. Tim is available to assist RMAE with Charter School issues. Jeffco is now a 100% choice district. The district is becoming more charter friendly.

Best Grant Update:

Power Point presentation including aerial view of school by Alan Doggett (Cunningham Group). Alan discussed ways to reconfigure and connect RMAE buildings. Including home arts, additional classrooms, multiple administration offices, a music room with a stage, gymnasium, fenced off PE areas and incorporation of preschool classrooms. Approximately 23,500 square feet of additional space would be added. Waiting on final cost estimate from Himmelman Construction (construction costs estimated at approximately \$7-9 million). In order win Best Grant, this project must be a sustainable project – to reduce the negative impact on the environment and health of students/teachers. Must also meet LEED (Leadership in Energy and Environmental Design) – a building design

rating system which includes water efficiency, materials and resources, quality materials, etc. The rough draft will be ready tomorrow and sent to the CDE representative for review. Grant is due February 27, 2015. RMAE has 2 minutes to present to the grant committee in May. Presentation will focus on student health and safety. If grant is offered, contracts will be released in November. Construction would happen in phases during the school year. Grant money can be dispersed over 3 years. Best Grant could provide 53% of costs. Waiver requests are made for the remainder. RMAE will have to fundraise for a portion of the project.

Consideration of Consent Agenda:

Motion: Dave made a motion to approve the January 2015 minutes with edits. Brad seconded.

Discussion: None

Motion: Approved

Committee Reports:

AAA:

- Kim Eagan reported
- AAA voted to change the name to SAC (School Accountability Committee). A great chance to rebrand the committee and to align with district and state acronyms.

Motion: Brad made a motion to change AAA to SAC. Dave seconded.

Discussion : None

Motion: Approved

- Survey results will be delivered during the April 2015 meeting. Survey will be launched February 23 before conferences. Best practice would be hiring an outside firm to implement the survey. Costs have been an issue in the past. SAC is investigating options for future implementation. Jamie – This is a great way to compare results to other charters.
- Task groups have been created to monitor the implementation of academic performance strategies, as well as support overall academic growth and improvement at the school. Groups will work directly with Roberta and teachers. See handout.

Financial:

- Stephanie reported.
- Purchase Card audit happened today with the district.
- DAC Bond quarterly updates due. 2015-2016 Budget committee formation in process. Revised budget still in process.
- \$11,000 has been collected over the fee budget number. A few families have requested waivers or reduced fees. How is this assessed? Do we need a policy? Brad – How do we quantify and qualify? Ned – Families can apply for Free and Reduced. Stephanie and Roberta will create a procedure to document/process waivers and reduced fees. Parents will need to fill out a Jeffco form for Free and Reduced (attached to lunch programs). There is a chart for RMAE to use based on income.
- Tim Matlick wanted to be sure RMAE follows the state statute on what schools can charge. If not part of the Free and Reduced lunch program there are other applicable programs. Stephanie - How can we do a better job to track these families? No incentive for families if it is not tied to a lunch program. Free and Reduced are largely under reported. Currently only 3% at RMAE.
- Middle School – Stephanie reports many parents pay for special trips, but don't pay student fees. Ned – Are these trips mandatory? Can we reconfigure the trips to accommodate all financial situations? The Board asked Stephanie to report back.

RMAE Foundation:

- Kim Canon (Treasurer) reported.
- \$19,000 funded for teacher bonuses.
- Annual Giving has approximately \$27,000 committed. Foundation plans to follow up with letter. Dave – The board will support and help with follow-up calls for AG.
- Is the Foundation responsible for a \$30,000 budget donation? Stephanie – Yes, the current budget includes the \$30,000. Another \$50,000 is earmarked from the PTO. Dave – The \$19,000 teacher bonus is part of

the \$30,000. Stephanie – Suggested the Foundation, Stephanie, Roberta and Tom meet tomorrow morning. Roberta understood the \$19,000 was not included in the \$30,000.

- Who can ask for the disbursements? Past funds have been approved during board meetings. The role of the Foundation is to be an independent fundraising entity. Foundation should create a formal disbursement policy.
- Blue Grass Festival (in memory of Tom Hushen) planning is in process. Foundation improved funds to hire an event planner. Bob Campbell is working on the website. Parents can make a sponsorship memorial donation. Event will be held August 22 at the Evergreen rodeo grounds as a community fundraiser. Alan – What is the FR goal? Foundation plans a \$20,000-\$30,000 profit.
- Currently hiring a new grant writer. Alan will provide a list of local, state and federal grants available.
- The board needs a representative attending the Foundation meetings.

Marketing: No report

PTO: No report

Preschool: No report

Facilities/Tech:

- Jamie reported.
- Field usage needs to be managed. Suggested posting “sign up” board. Past maintenance issues have been resolved.

Director’s Report:

- Roberta reported.
- See attached report.
- Great media coverage for growth of charter schools.
- Attended MOPS meeting and recruited 2 new kindergarten students.
- Jack Mayer (Jeffco Communications Director) prepared video for the storage unit construction. Hugh Fowler (State Senator) and Robert Blackwell (Charter School Advocate) visited and they were very impressed with RMAE and our adherence to Core Knowledge.
- Kiwanis is offering 3rd grade a reading/writing program.
- Irv Brown (sports broadcaster) visited 4th and 5th grade and promised to talk about our school for gymnasium fundraising.
- 2015-2016 enrollment is estimated at 389. Wait lists in 3rd, 5th and 6th grades.
- Tech teachers attended CMAS/PARCC training workshops. Roberta attended NWEA workshop.
- Mary Gordon selected as liaison for the Space Foundation Teacher Liaison Program.
- League of Exceptional Math Students is a new program in Don Williams’ 5th grade class.
- Creating new “Late Student” policy. Would a “bell” help students get to class on time? Should parents sign in late students? Should we have an administrator in the circle reminding parents to sign-in late students? Parents are picking up as late as 4:15. Administration is only responsible for students until 3:30. After 3:30 students will be enrolled at ACC.
- Ned – Do we have a service to plow the snow? Richard checks out roads at 5am and if necessary and calls for plowing. Some days we may need additional sand or salt.

President’s Report: No report

Old Business:

- A. Teacher Compensation: No comments
- B. By Laws and Policy Review: Ned will continue to accept feedback and revise. Plan to finalize in March.
- C. Board Member Contract Review: One more revision is necessary.

New Business:

Building Facility Usage and Cost Review:

- Stephanie reported. Kate is discussing rental of RMAE to churches and other organizations. Jeffco School District Facility Use Contract attached. Alan – Should this proposal be reviewed and discussed by more than the Facilities committee (costs, liabilities, scheduling, damage control, etc.)? Dave – In the past, no guidelines were in place to facilitate building/field usage. This should be an administrative responsibility. Dave will form a committee to explore the options. Jamie – At this time, maybe we should focus on field rental only.

Election Recommendation:

- Jamie recommended using a secure, third party on-line service to handle the registration and voting. Cost for 1000 electors is \$99. Goal is to gain more anonymity in voting. Election announcements will run for the next 30-45 days. Elections occur the first week of May.
- Director, teacher representative and board representative must serve on the election committee (minimum of 3). Jamie will head up committee (he doesn't plan to run next year). Election needs: Community representative. Ned, Kelli, Jamie and Tom are at the end of their terms. Dave will be resigning.

Action Items (to be completed at the next Board meeting): None

Executive Session (if needed):

Board Comment:

Next Meeting: March 12, 2015

Adjournment: 8:35pm

Submitted by: Kelli Anderson

