

Loveland Classical Schools
Board Regular Meeting Minutes
April 12, 2012 – 4:00 p.m.
3835 14th St. SW, Loveland, CO 80537



1.0 Opening of Regular Meeting

Board President, Trisha Coberly, called the meeting to order at 4:01 p.m. Board members present were Trisha Coberly, Andrew Flanscha, Angie Goss, Joni Sellars and David Yu. The Mission and Vision of LCS were recited. The meeting began with the Pledge of Allegiance. Guests were welcomed.

2.0 Adoption of Agenda

Mrs. Coberly motioned to amend the agenda to include resignation of Board Chair, Russell Fruits and to move Board Training to the end of the agenda. Angie Goss seconded, and the motion passed unanimously. Andrew Flanscha moved to approve the amended agenda. Trisha Coberly seconded and the motion passed unanimously.

3.0 Approval of Minutes

Andrew Flanscha moved to approve meeting minutes as presented on the agenda. Trisha Coberly seconded, and the motion passed unanimously.

4.0 Written Reports

4.1 Mrs. Sellars asked Mr. Yu if he would provide the diagram of the new organizational chart. Mr. Yu agreed to send it via email the following day, with the understanding that it is in draft form and subject to change. Mrs. Goss asked for the number of TCAP misdaministrations. Mr. Yu clarified that there were six, with five of those being due to students not stopping at the end of their test section (at the stop sign), and flipping to the next page inadvertently.

4.2 No comments were made regarding the Board President's report.

4.3 Mr. Flanscha added to the Treasurer's report that the LCS Foundation is off to a great start. They are looking into a capital construction grant with the Boettcher Foundation and are preparing to roll out the scrips program. The General account balance is \$356,418.24 and the Tabor Reserve account balance is \$70,026. With additional funds coming from Highmark and the release of responsibility for ELL fees to the district, the 11/12 budget is now in the black!

4.4 Mrs. Goss asked to clarify that the hours reported in the volunteer coordinator report are only those manually entered by parents and that hours are no longer being entered by staff. Mr. Yu confirmed this was the case.

4.5 No comments were made regarding the Marketing and Promotion report.

4.6 No comments were made regarding the Safety and Risk Management report.

4.7 Mrs. Goss asked that meetings of the Traffic committee be posted on the events calendar on the website.

4.8 Mrs. Coberly asked if the calendar has been made accessible to the Watch Dogs schedulers. Mr. Yu had not heard.

5.0 Public Participation

No public comments were made.

6.0 Training

Note: this item was moved to the end of the agenda.

7.0 Action Items

7.1 *Mrs. Sellars motioned to approve the presented calendar. Mr. Flanscha seconded the motion, and it was unanimously approved.*

7.2 No changes were recommended to the Lottery and Enrollment policy. The board agreed that it should be submitted to legal for guidance and added to the May regular meeting agenda for approval.

7.3 As policy is already in place, no action was taken. A discussion of procedure implementation ensued, bringing Mr. Archer into the discussion. The administration agreed to let the board know how it can support this process.

8.0 Unfinished Business

Lottery and Enrollment Policy

Board liaison to SAC assignment

9.0 Consent Agenda

No items were on the consent agenda.

10.0 Discussion Items

10.1 The board discussed changing the date of the next work session. It was decided that the meeting would remain as scheduled on the 19th of April.

10.2 The board discussed hosting coffee talk sessions in conjunction with Mr. Yu to increase communication. Discussion focused around the following ideas:

- At event focus on:
 - Mission and vision of LCS
 - One area of improvement
 - Upcoming events
 - Updates on recent events/topics
- Take verbatim notes of the conversation and include in upcoming board packet so the entire board receives the feedback.
- Consider doing invite only talk sessions that require an RSVP
 - One parent/class or grade level

The board agreed to end the school year with two coffee talk sessions in May and consider going to an invite system for next year. Mrs. Coberly agreed to promote the events. Mr. Chaddic agreed to seek out a donation of coffee and/or refreshments. Mrs. Coberly and Mr. Flanscha will run the May events. Each of the meetings will be posted as open meetings to allow for a quorum of the board.

10.3 The board discussed limiting public comment on controversial issues. This procedure is used by another local charter school. The board agreed that this

may not be a good idea as it is important that people are given an opportunity to speak. Some ideas were discussed to increase the efficiency of the public comment time:

- Placing a podium at the entrance of meetings with copies of the agenda and a sign in sheet for participating in public comment.
- Drafting an overview of board procedures to place on website and include in the next board corner of the Parent Pride newsletter.

10.4 The board discussed its succession plans:

- Filling open board positions:
 - The board will undergo a self-evaluation and review potential policy on board member replacement at the April 19th work session.
 - Individuals interested in board membership must submit a letter of interest to Board President, Trisha Coberly by noon on April 26th, 2012.
 - Eligible board candidates will be interviewed during the May 3rd board meeting, and the board may adopt policy on board member replacement.
 - New members will be voted on during the June 7th board meeting.
 - Board member candidates need to be aware of the expectation to attend Regional Board Training on June 15th.

Mr. Flanscha agreed to be the board liaison to the LCS Foundation. The board will also need to assign a liaison to the School Accountability Committee. The SAC meets quarterly, and has not scheduled its next meeting. This assignment is forthcoming. The board started a discussion on long term succession planning. This conversation will resume at the upcoming work session.

10.5 The board retreat was discussed.

- A date in June will be chosen
- Work to include:
 - Mission and Vision
 - Board roles and responsibilities
 - Strategic planning
 - Financial Planning
 - Robert's Rules
 - Dashboard
- Grant funds may be available to support professional development

11.0 New Business

Policy on policy adoption and Board member replacement

Amended agenda items:

Mr. Flanscha moved that the board accept the resignation of Russell Fruits. Joni seconded the motion and it was unanimously approved.

Training (6.0)

Board mentor, Denise Mund, presented training on Robert's rules of order.

Mr. Chaddic moved that the board enter into executive session pursuant to C.R.S. §24-6-402(4)(f)(I) to discuss personnel matters and that the board invite Mrs. Mund. Mr. Flansch seconded the motion and it was unanimously approved. Mr. Flansch moved that the board exit executive session. Mr. Chaddic seconded and the motion was unanimously approved.

12.0 Adjournment

Upon motion by Mr. Flansch, seconded by Mr. Chaddic, the meeting was adjourned at 6:15 p.m.

Respectfully submitted by:

Trisha Coberly, Board President
Angie Goss, Board Secretary

Board Adopted: 05/03/2012

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