

Loveland Classical Schools
Board Regular Meeting Minutes
December 13, 2012 – 7:00 p.m.
3835 14th St. SW, Loveland, CO 80537



1.0 Opening of Meeting

Board Chair, Daniel Filler, called the meeting to order at 7:01. Board members present were Trisha Coberly, Joanna Johnson, Mary Peery, Daniel Filler, Andrew Flanscha, and David Yu.

2.0 Adoption of Agenda

Mrs. Johnson motioned to approve the agenda, pulling the September minutes from the Consent Agenda due to a typographical error, to be corrected at the January meeting. Mr. Flanscha seconded, and the motion carried unanimously.

Mr. Flanscha motioned to amend the agenda to include the acceptance of the audit. Mrs. Perry seconded.

Discussion followed. During discussion, Mrs. Johnson raised concern over the timing of the presentation of the audit, stating that in the interest of transparency, the public should have the opportunity to be aware of the topics the board will be acting upon. Also, as the audit was sent out just hours before the meeting, she had not even had time to read it, and could not vote on something she hadn't read. Mrs. Coberly agreed with the concerns on the timing. Mr. Filler suggested setting aside time to review the audit as a possibility, but this still wouldn't be acting in a manner transparent to the public. The board discussed the need for time to review the documents. The motion died.

3.0 Consent Agenda

The consent agenda is considered approved with the approval of the agenda and included the following:

Minutes from the October 11 and November 8 meetings, revised for clarity

Item 3.5 Dogs on School Premises Policy

Item 3.6 Lottery and Enrollment Policy

4.0 Written Reports

The board discussed the written reports.

4.1 School Report

4.2 President's Report

Mrs. Coberly and Mr. Flansch met with legal regarding the school lease and Highmark's offer to assist by providing consulting in the finance area.

4.3 Secretary Report

4.4 Treasurer's Report

Mr. Flansch updated the board on a plan to develop processes and procedures to update the school's finances: getting past financials updated in the new software, getting documents in place for the monthly Finance Committee meetings, updating the board on reports and deadlines met, and summarizing the budget process, in hopes to prepare the school's 2013-2014 budget by late January.

4.5 Foundation Report

The Foundation is working on the upcoming Gala and beginning to fund school projects, such as the recent acquisition of SRA textbooks for the English Department.

5.0 Public Participation

Jennifer Thayer spoke on behalf of the Foundation's upcoming Benefit Auction, and their need for corporate sponsorship and for donated items to be auctioned at the Gala. She also requested the board's input on potential contacts and resources, as well as potential attendees.

At 8:02 Mrs. Peery motioned to take a brief recess, seconded by Mrs. Johnson, and passed unanimously. The meeting resumed at 8:07.

6.0 Action Items

6.1 Board Applicants

The Board interviewed Michael Meyer and Robert Molloy as candidates for appointment by the Board.

6.2 Kindergarten part-time program

The Board discussed the proposal to move the half-day of the part-time kindergarten from Friday to Monday. The Board agreed that this is a wise proposal and there is sufficient time for families to make adjustments if need be. This falls under the Executive Director's discretion as a scheduling item and therefore Board action was not required.

6.3 Grade Level Offerings

The Board discussed the expansion of the school to include 11th grade as planned. The need for more space, possibly modular buildings, was raised. The Board discussed the need for a plan to support the upcoming growth of the school. Mrs. Johnson raised the concern of the exponential growth that takes place as three tracks of Kindergarten are introduced. How do we meet that growth without having specifics on where to place the students, what it will cost, what permits the city will require and so forth? Mrs. Peery suggested that more research go into the addition of modular buildings to our facility. Mrs. Coberly raised concerns over the need for more accurate financial data to make future plans. Mr. Yu offered several possible scheduling options. Mr. Flanscha felt it was wiser to wait to approve full-time Kindergarten than to approve it now and have to retract if later if it is not going to work.

Mrs. Johnson motioned to approve 11th grade for the 2013-2014 school year, including 2 tracks of part-time Kindergarten, while waiting to approve the commencement of full-time Kindergarten until March when more data is compiled on our ability to house additional tracks of students. In favor: Mr. Flanscha, Mr. Filler, Mrs. Peery, Mrs. Johnson. Opposed: Mrs. Coberly. The motion carried.

At 10:15 Mr. Flanscha motioned to take a brief recess, seconded by Mrs. Johnson, and passed unanimously. The meeting resumed at 10:20.

6.4 Annual Meeting of Members Policy

Mrs. Peery motioned to approve the policy as presented, Mrs. Johnson seconded, and the motion passed unanimously.

6.5 Board Elections Policy

The Board discussed and proposed edits to the policy to include succession of elected members and to specify the methods of communication to parents regarding upcoming elections.

Mrs. Peery motioned to approve the updated Board Elections Policy, Mr. Flanscha seconded, and the motion carried unanimously.

6.6 Revised Budget

6.6.1 Finance Committee Minutes and proposed school fees.

Mr. Flanscha presented the revised budget as assembled by the Finance Committee.

6.6.2 Finance Summary

Mr. Flanscha presented the financial summary to the Board.

6.6.3 Revised Budget

Mr. Flanscha presented the revised budget in detail to the Board.

6.7 Student Fees

The Board discussed the proposed student fees for the 2013-2014 school year, including the elimination of the tech fees.

Mrs. Peery motioned to approve the student fees as proposed, Mrs. Coberly seconded, and the motion carried unanimously.

6.8 Kindergarten Full Day Tuition

The Board is postponing approval of tuition due to the outcome of agenda item 6.3.

7.0 Unfinished Business

The Board discussed the following items of unfinished business. No action was taken

7.1 Executive Director of Education Evaluation

7.2 Strategic Plan

7.3 Board Dashboard

7.4 Accountability Report

7.5 Treasurer's Report Policy

8.0 Discussion Items

The Board discussed the following items. No action was taken.

8.1 Ask LCS

8.2 Coffee with Yu and the Board.

12/21 Mrs. Peery and Mrs. Johnson will attend

1/18 Mr. Flansch and Mr. Filler will attend

8.3 Board Task List

8.4 Board Succession Plan

8.5 Budget Development

8.6 Financial Transparency Act

8.7 SAC Surveys

8.8 Contractual Reporting Requirements

9.0 New Business

12.0 Adjournment

Upon motion by Mrs. Peery, seconded by Mrs. Johnson the meeting was adjourned at 1:06 a.m.

Respectfully submitted by: Joanna Johnson

Board Adopted: 01/10/2013

Trisha Coberly, Board President
Joanna Johnson, Board Secretary

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