



### **1.0 Opening of Regular Meeting**

Board President Mary Peery called the meeting to order at 5:37 pm. Board members present were Michael Bryant, Michael Meyer, Mary Peery, Jennifer Thayer, Tracy Trussell, and Principal, Ian Stout. Board Liaisons Trisha Coberly and Angie Goss were also present. Board member Daniel Filler was absent.

### **2.0 Adoption of Agenda**

*Mr. Bryant motioned to approve the agenda. Mr. Meyer seconded, and the motion carried unanimously.*

### **3.0 Approval of Minutes**

*Mrs. Thayer motioned to approve the minutes from the November 20, 2014 Regular Business Meeting and December 4, 2014 Special Meeting. Mr. Trussell seconded, and the motion carried unanimously.*

### **4.0 Consent Agenda**

*No items were submitted for the consent agenda.*

### **5.0 Public Participation**

There were no public comments.

### **6.0 Community Relations**

Submitted by Mrs. Peery.

Mrs. Heidi Miller presented an update about the relations she has been building with the church next door, Calvary United Reformed Church, and with its Pastor, Rev. Charles Tedrick. Most of our relationship has been about asking for parking; however last year during the development of our site evacuation plan, Mrs. Miller also reached out to the Church and asked if LCS could use it as one of our 3 evacuation sites. The Church was worried about liability so LCS added the Church to our insurance so they are covered. Our other two evacuation sites are TSD schools Sarah Milner and Walt Clark. Mrs. Miller expressed her thanks to Mrs. Peery for joining her at the Church's Council Meeting on Monday, December 8, 2014. Concerns expressed by the council during this meeting included:

- 1) With the initial addition at our current school site, large trucks were driving through the church property and over grass which caused damage to their facility. They requested that this not happen again if we do expand on our current site. Mrs. Peery assured the council that this would not happen again.
- 2) During our last use of their parking lot (Grandparents Day – November 20 & 21, 2014), a neighbor called the City of Loveland to complain about "U-turns" and the Church was contacted. LCS was unaware of them being contacted and has not been contacted by the city directly. LCS offered to have someone over there to direct traffic out of the parking lot if/when we do request the use of their lot again.
- 3) The Council asked about any LCS expansion plans as they were nervous of further encroachment by the school onto their property. Mrs. Peery updated them with the

options and reassured them that we will not encroach further and will be as respectful as possible.

Mrs. Peery and Mrs. Miller offered that LCS would add an article in our Community newsletter recognizing them for being great neighbors and giving them some advertising with our families. Mrs. Miller has already submitted this article for the January Community newsletter, The Roar. Mrs. Miller also plans to invite them to future events at our school and add them to The Roar mailing list. Mr. Bryant asked Mrs. Miller to follow up with a classroom coordinators about making cards/posters to thank the Church for its generosity.

## **7.0 Financial 2013-2014 Audit Results**

Submitted by Mrs. Peery.

Austin Bump from Swanhorst and Associates (auditor) presented the 2013-2014 audit results. The audit results reported no audit notes or exceptions. Additionally, no recommendations were reported. Mr. Bump recognized Mrs. Brossia and her staff for quality work and a clean audit.

Mr. Bump educated the board members on upcoming changes to legislation surrounding reporting of the unfunded liability PERA fund and how it would impact our audit in the upcoming years. The legislation requires that the school's portion of the fund be included in our report however it will not affect the general fund and will only show up on the "Government Wide" section on the first page of the audit. True liability for this fund still resides with PERA, but the legislation is to increase transparency by pushing the liability back down to the lowest level.

Mrs. Peery asked for clarity on whether the school's 401(k) fund was included in the audit. Mr. Bump responded that it was not directly part of the audit but samples of pay stubs are audited which includes auditing the 401(k) contributions.

As part of our commitment to financial transparency and in order to meet the requirements of Article 44, Title 22 of the Colorado Revised Statutes, The Public School Financial Transparency Act, the audit results are posted on the LCS website for public review.

*Mr. Meyer made the motion to approve the 2013-2014 Audit Results as presented. Mr. Bryant seconded the motion and the motion carried unanimously.*

## **8.0 Reports**

There were no comments or questions on the reports.

### **8.1 School Report**

Submitted by Mr. Stout.

Mr. Stout reported on the following topics: daily operations, SPED/504/MTSS, evaluation process, professional climate/HR, expansion/facilities and communication.

### **8.2 SAC Report**

Submitted by Mr. Filler

No SAC Committee Meeting has occurred since the last Board Regular Meeting. A SAC update with the following topics was submitted: parent and staff surveys have been set up in a new survey tool, the staff survey and questions were updated, the parent and staff surveys were released on December 5, 2014, and Mrs. Gloria Katers was thanked for her work in migrating the surveys to the new survey tool.

### 8.3 Treasurer's Report

Submitted by Mrs. Peery.

Finance Committee Meeting minutes were submitted for November and December.

### 8.4 Marketing Report

Submitted by Mr. Bryant

Open house dates are scheduled for Q1-2015.

### 8.5 Foundation Report

Submitted by Mrs. Thayer

No Foundation Meeting has occurred since the last Board Regular Meeting. A Foundation update with the following topics was submitted: recently submitted funding requests, Science equipment purchases with funds from the GA fundraiser earlier in the year are flowing in, and the Benefit Auction team is working to gain sponsorships and finalize invitations to be mailed out soon.

### 8.6 Expansion Report

Submitted by Mr. Bryant

The Expansion Committee is being co-chaired by Trisha Coberly and Angie Goss. Its initial meeting was December 8<sup>th</sup>.

### 8.7 Board Development and Policy Report

Submitted by Mr. Meyer

The LCS Email Administration Policy will be submitted for review in January 2015.

## **9.0 Discussion Items**

### 9.1 SpED Update

Submitted by Mr. Stout

Mr. Stout reported on modifications to the SpED/504/MTSS staffing that will occur in January, his continued meetings with Charlie Carter, TSD, and the LCS staff's continued efforts to strengthen student services and MTSS processes along with the impacts of those efforts being taken in to consideration for expansion/facility planning.

### 9.2 Enrollment Update

Submitted by Mrs. Peery

Mrs. Peery updated the Board with the latest enrollment numbers. Mr. Bryant asked Mr. Stout to update the staff about retention, thank them for their efforts both over the summer and ongoing, and include any preliminary results from the parent as appropriate.

### 9.3 Annual Meeting

Submitted by Mrs. Peery

Mrs. Peery suggested that the Board consider modifying the Annual Meeting from being held only to elect parent-elected seats to the Board to an annual "work session" meeting in which the Board can communicate with parents. Further, she suggested that the Board designate the first meeting in March as the "Annual Meeting" and asked that the Board take action to implement this meeting annually regardless of whether we have parent-elected seats available. A discussion followed with favorable comments. The Annual Meeting will be added to the Board calendar annually as the first meeting in March.

### 9.4 Expansion

Submitted by Mrs. Peery

The Board briefly discussed the expansion opportunities for next year and reviewed the presentation that was presented to the parents at the Expansion Briefing on Thursday, December 4, 2014.

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Respectfully submitted by:

Board Adopted: 01/22/2015

Jennifer Thayer, Board Secretary

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Mrs. Coberly and Mrs. Goss presented a summary of the Expansion Committee meeting held Monday, December 8, 2014. In attendance were Rochelle Mellott, John Lehner, Trisha Coberly and Angie Goss. The meeting topics included providing information about what is going on right now from the Board's perspective, gathering committee member's "urgencies" and setting up the next meeting for the Thursday, January 18, 2014. In the future, the Expansion Committee will submit minutes of their meetings to be included in the Board agenda packet.

Steve Steinbicker, the architect currently working with the Board, contacted Mike Eyer, the Board's real estate contact, to let him know that the City's CRT for the Wilson building is being pulled up to Thursday, December 18, 2014. The time of the CRT was still to be determined; the location will be at the city planning department. An LCS parent volunteer, Mr. John Seyer, is a traffic engineer and has agreed to meet with Mrs. Coberly Friday, December 12, 2014 to look at and discuss his opinion of traffic at the Wilson site. The traffic engineer for the city gave Mr. Steinbicker flow rates. Mrs. Goss and Mrs. Coberly will request these flow rates from Mr. Steinbicker in order to give to Mr. Seyer.

### **10.0 Action Items**

#### 10.1 Revised 2014/15 Interim Organization Chart

Submitted by Mr. Stout

Mr. Stout reviewed the formatting modifications to the organizational chart presented last month. No other modifications were made to the structure. A discussion followed to clarify some of the positions and why they were placed where they were. Board members asked for more clarity on distinguishing who the District employees report to on the chart. Mrs. Peery recommended that Mr. Stout take the feedback from the Board, make modifications to his layout of the organizational structure and submit back to the Board via email prior to the next Regular Meeting in January. The Board is to get back with Mr. Stout about any questions or further modifications prior to the next meeting so that this item can be added to the consent agenda.

### **11.0 Adjournment**

*At 6:38 pm Mr. Meyer made the motion to adjourn the meeting. Mrs. Peery seconded and the motion carried unanimously. The meeting adjourned at 6:38 pm.*