



1.0 Opening of Regular Meeting

Board President Mary Peery called the meeting to order at 5:34 pm. Board members present were Michael Bryant, Michael Meyer, Mary Peery, Jennifer Thayer, Tracy Trussell and Ian Stout, Principal. Board Member Daniel Filler was excused due to business travel.

2.0 Adoption of Agenda

Mrs. Thayer motioned to amend the agenda to add discussion 7.10 Strategic Planning Session. Mr. Trussell seconded, and the motion carried unanimously.

3.0 Approval of Minutes

Mr. Bryant motioned to approve the minutes for the May 28, 2015 Regular Meeting. Mr. Meyer seconded, and the motion carried unanimously.

4.0 Consent Agenda

No items were submitted for the consent agenda.

5.0 Public Participation

1.1 Public Comment

There was no public comment.

6.0 Reports

6.1 School Report

Mr. Stout reported on the following topics: daily operations, SPED/504/MTSS, organizational development, professional climate/HR, expansion/facilities, high school benchmark implementation, student achievement, TSD periodic annual review and preparations for the 2015/16 school year.

6.2 SAC Report

There was no SAC report submitted for this meeting.

6.3 Treasurer's Report

Finance Committee Meeting minutes were submitted for June 22, 2015. Additionally, a newly formatted and simplified YTD financial narrative and YTD financial statement for May 2015 were submitted by Mr. Rick Boos. The new format's design focuses on key financial indicators that will allow board members to more easily monitor LCS' financial health.

6.4 Marketing Report

There was no marketing report submitted for this meeting.

Open House results for June 10, 2015 were submitted. Also submitted were results for the LCS Classical Symposium held June 17, 2015.

6.5 Foundation Report

Mrs. Thayer reported the next Foundation meeting will be Tuesday, June 30, 2015 at 6pm. No new Foundation meeting minutes have been approved since the last submitted.

6.6 Expansion Report

There was no Expansion report submitted for this meeting.

6.7 Board Development and Policy Report

There was no Board Development report submitted for this meeting.

Respectfully submitted by:

Board Adopted: 07/23/2015

Jennifer Thayer, Board Secretary

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7.0 Discussion Items

7.1 SpED Update

Submitted by Mr. Stout

Mr. Stout reported on the June 9, 2015 meeting with TSD to review the findings and recommendations in Ms. Lucinda Hundley's fourth independent review visit of LCS' ESS program. Present at the meeting were Mr. Stout, LCS Board President Mrs. Mary Peery, independent auditor Ms. Lucinda Hundley and TSD Executive Director of Student Services Ms. Charlie Carter. Overall, much progress has been found over the 2014/15 school year, especially relating to school culture regarding disability awareness and several ESS processes. The major recommendations centered on a fully-functioning MTSS process and consistent implementation of student plans by teachers. Mr. Stout is working on an Action Plan to submit to Dr. Scheer, TSD Superintendent, which will outline LCS' continued efforts on progress regarding student services and special education. To our knowledge, with the completion of the fourth audit and review, LCS has fulfilled its recharter requirement of quarterly independent SpED audits provided by TSD and TSD has indicated that no additional audits will be scheduled; however, LCS is considering contracting with Ms. Hundley at our cost for her to do a follow-on audit in the December 2015 time frame to help LCS continue in its forward momentum with SpED implementation. In addition, Mr. Stout reported that hiring has been completed for a full-time qualified Literacy Coach for the MTSS process and a 0.5 FTE high school SpED teacher which will also have a positive impact on the LCS SpED program.

7.2 Projected Enrollment Update

Submitted by Mr. Stout

Mr. Stout gave the board an update on projected enrollment for the 2015/16 school year as of June 2015.

7.3 Expansion Committee Update on Faith Church

Submitted by Mr. Stout

Mr. Stout reported that the Expansion Committee continues to work with Faith Evangelical Church to finalize a lease agreement for the 2015/16 school year to host LCS' high school. Key developments as of June 22nd include the following:

- LCS anticipates receiving the signed Letter of Intent (LOI) from Faith Church by end of week. The signed LOI allows LCS to move forward with drafting a lease agreement with our lawyer to be submitted to Faith for signature as soon as possible.
- LCS is moving forward with a traffic study as requested by the city. Expected cost is to be no more than \$5,000-\$6,000.
- The city review for the Faith project was rescheduled by the City for July 13th pending the results of the traffic study.
- The fire alarm cost is \$10,700 with a \$950 fee.
- A firm figure for the renovation cost (ADA door handles, etc) is still coming however it is anticipated that the project will remain within budget with no additional funds expected to be requested from the LCS BOD.

- Steve Steinbicker, LCS' Architect, confirmed that the HVAC requirements are not an issue with the site.
- State permits remain on track and we do not anticipate any difficulties or delays.
- Dennis Sytsma, LCS' General Contractor, will be ready to work on any necessary renovations starting in July.

In addition, on Saturday, July 11th, Faith Church will host a LCS/Faith Church meet and greet cook-out to be announced soon to parents via email.

7.4 High School Benchmark/ROAR Update

Submitted by Mr. Stout

Due to not having final numbers on all expenses for the high school renovations, Mr. Stout asked to push out the discussion on resetting Benchmark #1 out until the July 23rd meeting. Board members agreed that the discussion did not make sense until all expenses and income were known. This topic will be revisited at the July 23rd meeting.

Mr. Stout presented a general update on the entire "Be The Roar" effort. Highlights included the following:

- Marketing:
 - LCS will have a free booth at the Fourth of July festivities at Lake Loveland.
 - Intent to Enroll forms are now available for submitting online. Already, an uptick in enrollments has been seen.
 - The Open Houses and Classical Symposiums will continue throughout the summer.
 - Web content is being reviewed and revamped to improve overall user experience, including a targeted area for high school. Also a video ad campaign continues to be explored and developed.
- The Vision team is working on an eventual Open House for the new high school facility.
- Fundraising team has two new leads: Lanay Swanson and Heather McIntyre. Past and upcoming fundraising events include:
 - A cotton candy booth at the Medieval Festival in June.
 - Parking spaces in two locations to sell for the Fourth of July festivities at Lake Loveland.
 - Glow-in-the-Dark Putt Putt Golf on July 13th.
 - Soccer Clinic at Loveland Sports Park on July 18th.
 - Community golf tournament on August 23rd at Marianna Butte.
 - A PayPal link has been established on the LCS website to accept monetary donations.
 - A \$20,000 donation has been secured and will be used for a matching campaign.
- The Grant team continues to research grants and is focusing on the BEST Grant and Colorado Common Capital Grant.
- The Capital Campaign team is still looking for a team lead.

7.5 TSD Periodic Review of Progress Submitted by Mrs. Peery

Mr. Peery reported that Mr. Stout submitted everything that had been requested in relationship to the 10 benchmark framework that TSD and LCS agreed would be the foundation of the TSD Periodic Review of Progress by mid-June. On June 25th, Mrs. Peery received an email from Mrs. Crespo stating that all the information has been reviewed and TSD has acknowledged and accepted our report for this year. Contractually, LCS' report to TSD is due by July 1. With the acknowledgement email, we have fulfilled our requirement.

7.6 Student Achievement Report/Benchmark Testing Submitted by Mr. Stout

Mr. Stout presented the 2014/15 student achievement report and benchmark testing to the board. LCS saw an overall increase in literacy in elementary and an overall increase in math competency in middle school. Both of these areas were areas of focus last year in the Unified Improvement Plan (UIP) submitted to the State for the 2014/15 school year. LCS added additional interventions in these two areas and the data shows that those actions paid off. Overall, the data did not show much growth over the year across all of K-12 in all categories. This will be the major focus area for next year. This information will be used to help develop the state-mandated Unified Improvement Plan (UIP) for next year.

7.7 Student Attrition/Retention Report Submitted by Mr. Stout

Mr. Stout presented an initial draft of a student retention and attrition report for the 2014/15 school year to the board. The board appreciated the hard work that was done to create the report and were overall happy and satisfied with the initial draft. As next steps, the board asked Mr. Stout to look at what factors we can control in both K-8 and in high school to decrease attrition and improve retention overall. The board asked that LCS reach out to other well-established K-12 charter schools to ask for their attrition rates, especially year over year in high school, to help give the board better insight in to whether the trends we are seeing are typical. Mr. Stout and Mrs. Peery will reach out to their contacts at these schools to request this information. This information will be used only to help with board understanding and will not in any way be advertised or shared beyond the board. Additionally, the board asked Mr. Stout to identify ways to foster continued growth in K-8 to help stabilize our base. This report will be revisited and reviewed in the August meeting.

7.8 Board Officers for 2015/2016 Submitted by Mrs. Peery

Every year the board is required to elect new officers. With Mrs. Peery and Mr. Bryant rolling off the board, the positions of President, Vice President and Treasurer are opening up. Mr. Filler has decided to stay on the board. Mrs. Peery recommended that Mr. Trussell be considered for the position of treasurer due to his financial background and his involvement in the Finance Committee this past year. Mrs. Thayer was recommended to stay on as board secretary, and Mr. Filler was recommended to step in to the President's role due to his institutional knowledge from being on the board as well as his skill set. It was recommended that the positions of vice president and chair be left open at this time, to be appointed at the July meeting when new board members were seated to their positions.

Respectfully submitted by:

Jennifer Thayer, Board Secretary

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7.9 Board Policy Updates Submitted by Mrs. Peery and Mrs. Thayer

First readings of modifications to clarify language in the bylaws, the articles of incorporation, and board policies BBB.1_LCS and BBB.2_LCS around board elections and the annual meeting were discussed. Also discussed was a new board policy, BBB.3_LCS Board Term Policy, in which the 7 director terms are intentionally staggered for the purpose of preserving institutional knowledge and designated in order to clarify when terms start and end for future appointed and elected board members. No modifications to the policies as submitted were requested, however Mr. Bryant suggested that the modifications be submitted to our lawyer to make sure the modifications are worded correctly legally to do what was intended. Mrs. Thayer will submit the modifications and the reasoning behind the modifications to our lawyer, and will send out any changes to the board for review. If no significant changes are made, the policies will be added to the consent agenda for the July regular meeting.

7.10 Board Strategic Planning Session Submitted by Mrs. Thayer

Mrs. Thayer informed the board that she received an email on June 25, 2015 from Mrs. Terry Croy Lewis of the Colorado League of Charter Schools who was to be the facilitator of the strategic planning session for this Saturday (June 27, 2015) stating that Mrs. Lewis has had a death in the family and will not be able to attend the offsite. Due to this, the strategic planning session has been cancelled and will be rescheduled as soon as possible. Mrs. Thayer will work with Mrs. Lewis and the other members of the team to determine the rescheduled date.

8.0 Action Items

8.1 Board Candidates

Board members briefly discussed the three board candidates that were interviewed in the June 11, 2015 work session, Mr. N. Joshua Dart, Mrs. Denise Dicks, and Mr. Greg Fetzer. The candidates present were thanked for their interest in serving on the board. The board noted that we were especially thankful that recruitment of candidates qualified to fill areas identified in the Board Development Matrix and advertised as needing candidates to fill these specific areas was successful with the application of these candidates, especially in the areas of legal and HR. Mrs. Peery recommended that with Mr. Filler remaining on the board and with Mr. Bryant exiting the board, that the 7th seat on the board be left open to recruit for an individual who could fill the critical role of marketing and outreach left empty by Mr. Bryant's exit. Further discussion continued around this recommendation and Mrs. Thayer noted that Mr. Fetzer had strong skills in management and starting up an extension of his company here in Northern Colorado and felt that Mr. Fetzer's skill set would be of tremendous value to the Expansion Committee as we move forward with mid- and long-term plans. After discussion was complete, *Mr. Trussell move to approve appointment to the board of Mr. Dart and Mrs. Dicks and re-appointment of Mr. Filler to the board. Mr. Bryant seconded. With no further discussion, the motion carried unanimously.* Mr. Dart who was still present at the meeting was welcomed to the board.

8.2 2015-2016 Agreement to Boos Financial Services, Inc

Mrs. Peery moved to accept the agreement as submitted with Boos Financial Services, Inc for business and financial consulting services for the 2015-2016 school year. Mr. Trussell seconded, and the motion carried unanimously.

8.3 Approval of 2014-2015 Financial Auditor

Mrs. Peery moved to accept the "Approval of Auditors for Fiscal Year 2014/2015" as submitted to engage Swanhorst and Company, LLC to perform auditing services for Fiscal Year 2014/2015. Mr. Meyer seconded, and the motion carried unanimously.

8.4 2015/2016 Board Elections

Mrs. Peery moved that Daniel Filler be the Board President, Tracy Trussell be the board Treasurer, Jennifer Thayer be the Secretary and that the positions of Vice President and Chair be determined in the July board meeting. Mr. Meyer seconded, and the motion carried unanimously.

8.5 Approval of Bank Signatures Authorization

Mrs. Peery moved to remove Mr. Bryant and Mrs. Peery from the Home State Bank authorized signature card and that Mr. Trussell and Mrs. Thayer be added as authorized signers and that Mr. Stout and Mr. Boylan be maintained as authorized signers. Mr. Meyer second, and the motion carried unanimously.

9.0 Executive Session pursuant to C.R.S. 24-6-402(4)(f)

9.1 At 7:59 pm a motion was made by Mrs. Peery for the Board to move in to Executive session pursuant to C.R.S. 24-6-402(4)(f) to discuss the evaluation for LCS Principal, Mr. Stout. Mr. Trussell seconded the motion and the motion was approved unanimously. Mr. Ian Stout remained in the Executive Session by invitation from the board. Additionally, newly appointed board member Mr. Dart also attended the session with Mr. Stout's permission. At 9:12 pm, Mrs. Peery made the motion to exit Executive Session. Mr. Trussell seconded the motion and it carried unanimously.

9.2 The board took a 5 minute break.

9.3 At 9:17 pm the Board moved back in to public session and a roll call was conducted. Present were Mr. Bryant, Mrs. Peery, Mrs. Thayer and Mr. Trussell. Also present was Principal Ian Stout. Mr. Meyer had to leave during executive session at 8:55 and Mr. Filler was excused due to business travel.

10.0 Board Self-Evaluation

The board reviewed the Board Self-Evaluation results that all board members completed previously to identify key take aways for next year. Areas identified for continued focus were completion of an updated strategic plan (in process through the Colorado League of Charter Schools as described above in Discussion Item 7.10), continued proactive communication by the board to stakeholders to continue to clarify misconceptions of the board's roles and responsibilities and to continue to improve board to stakeholder relationships, and board development and onboarding of new board members including a "team building" offsite to help new members ramp up, review the board agreement and to help establish operating norms within the new board to ensure a good working relationship.

11.0Adjournment

At 11:06 pm, Mrs. Thayer moved to adjourn the meeting. Mrs. Peery seconded and the motion carried unanimously. The meeting adjourned at 11:06 pm.