



1.0 Opening of Regular Meeting

Board Vice President Joshua Dart called the meeting to order at 6:02 pm. Board members present were Joshua Dart, Denise Dicks, Michael Meyer, Jennifer Thayer, Tracy Trussell and Ian Stout, Principal. Board President Daniel Filler was excused due to business travel.

2.0 Adoption of Agenda

Mrs. Thayer motioned to approve the agenda. Mr. Trussell seconded, and the motion carried unanimously.

3.0 Approval of Minutes

Mr. Trussell motioned to approve the minutes for the August 27, 2015 Regular Meeting. Mrs. Dicks seconded, and the motion carried unanimously.

4.0 Consent Agenda

Mr. Trussell motioned to approve the consent agenda. Mrs. Dicks seconded, and the motion carried unanimously. Items on the consent agenda included:

- Board Agreement Revisions
- 2015/2016 Parent and Community Traffic Meetings (Corrected)
- Report for Annual Review of Teacher Licenses

5.0 Public Participation

5.1 Public Comment

Mrs. Bernice Archer, LCS classroom coordinator, spoke about her frustration with the reintroduction of a health insurance plan and its unintended negative effect on classroom coordinators pay through the elimination of the wellness bonus. Additionally, she expressed concern about classroom coordinators not receiving a potential retention bonus as discussed last spring during contract renewal.

Ms. Tammie Kent, LCS classroom coordinator, spoke about the unintended effect the reintroduction of a health insurance plan and subsequent elimination of the wellness bonus will have on classroom coordinator pay.

Ms. Mandy Archer, LCS classroom coordinator, also spoke about the unintended effect the reintroduction of a health insurance plan and subsequent elimination of the wellness bonus will have on classroom coordinators.

Mr. Gary Stueven, Charter School Consultant, spoke about how far and how well LCS as an organization has come in only one year, the quality of the school, and how well the school copes with adversity. He stated that he has no doubt that LCS will persevere and commended LCS' staff and community for its efforts.

6.0 Time of Recognition

The Loveland Classical Schools Board of Directors recognized individuals who worked hard over the summer to make tremendous impact on LCS. The individuals recognized were as follows:

- Summer Academy: Dannica Adelson, Cathy Ballenski and Kirsten Grove;
- Open Houses: Brandon Alverson, Bernice Archer, Cathy Ballenski, Cristina Calvo-Trejos, Joy Dowdy, Tiffany Elliot, Kirsten Grove, Kathy Miller and David Rotner;
- Childcare for Open Houses: Stephanie Cooper;
- Graphic Design: Kim Longeteig;
- Hot Lunch Program Implementation: Paulette Fleischer;
- Computer Lab Setup: Brian Widhalm;
- MPR Floor Installation: Kevin Eltringham.

7.0 Reports

7.1 School Report

Mr. Stout reported on the following topics: daily operations, SPED/504/MTSS, student achievement, professional climate/HR, expansion/facilities, high school benchmark implementation and the 2015/16 School Unified Improvement Plan due to the District by October 1, 2015.

7.2 SAC Report

SAC meeting minutes were submitted for September 15, 2015. The schedule for the 2015-2016 school year surveys was included in the minutes.

7.3 Treasurer's Report

Finance Committee Meeting minutes were submitted for September 17, 2015. YTD financials were submitted for August 2015.

7.4 Marketing Report

A summary of a marketing committee meeting held on September 9, 2015 was submitted. On September 4, 2015, Mrs. Jessica Anderson informed Mr. Stout and Mr. Kaufman that she would be stepping down from her role as LCS Marketing Communications Coordinator. Open House results for September 16, 2015 were submitted. Also submitted were upcoming marketing opportunities, including currently scheduled Classical Symposiums and Open Houses.

7.5 Foundation Report

The minutes for the July 27, 2015 Foundation Board meeting were submitted.

7.6 Expansion Report

There was no Expansion report submitted for this meeting.

7.7 Board Development and Policy Report

A document listing 2015 Board Trainings was submitted. This document includes the requirements from the board agreement, upcoming training opportunities, and trainings that have been completed. Also submitted was a organizational chart of the Board Development Committee.

8.0 Discussion Items

8.1 High School House System Presentation

Submitted by Mr. Stout

Mr. Stout asked Mr. Kaufman to present to the board the new high school house system. Mr. Kaufman briefly spoke about the high school in general and commended the teachers for their efforts and flexibility at the new site. Mr. Kaufman then briefly introduced the house system stating that it is based off of two facets, teamwork and leadership, and was developed over the summer through collaborative work with teachers. Next he introduced two LCS seniors, Amanda Stolpe and Noah Lebsack, to

Respectfully submitted by:

Board Adopted: 10/22/2015

Jennifer Thayer, Board Secretary

Page 2/7

speak about the house system including how it was started, how it is organized, and overall how the system is working. The seniors described the process that they have been going through to lead each of the houses, the collaboration within the houses, how the house system has already had a positive and profound effect on the high school and its students, and that they believe the system will only continue to strengthen the high school community. The two seniors represented their fellow students very well and are to be commended for speaking to the board. The board expressed their gratitude for their attendance and participation.

8.2 Proposed Classroom Coordinators Retention Bonus Submitted by Mr. Trussell

Mr. Trussell presented to the board a proposed classroom coordinator retention bonus that was recommended from the Finance Committee. The retention bonus came out of discussions with returning classroom coordinators at the end of last year and as it was not part of the previously approved budget, the proposal requires board approval. The classroom coordinator retention bonus would be \$1500 and would be given to all 9 returning classroom coordinators. This would be a one-time bonus with the funds being designated as coming out of the additional TSD funding.

8.3 Proposed Health Insurance Plan Submitted by Mr. Trussell

Mr. Trussell asked Mr. Boos to present to the board the proposed health insurance plan which would become effective November 1, 2015. Mr. Boos briefly presented the proposed health insurance plan which was recommended from the Finance Committee. The plan offers a base insurance and two buy-up options. The base insurance option would require a \$25 out-of-pocket expense for a single employee with the school paying \$313.42 per employee. Options are available for employee plus spouse, employee plus children, and employee family. Employees who work 30 hours per week are eligible to participate in the new plan. The prior wellness bonus that will be eliminated with the introduction of the health insurance plan was only available for those employees who worked 40 hours per week. Implementing the plan now instead of waiting until January will allow us to participate in a composite rate instead of an age-band system which will be more costly. The Finance Committee believes that the cost is sustainable within our operating budget in the future even without additional District funds that we received this year due to expected increases in PPR and students in years to come. If approved, the process would begin on Monday, September 29th with representatives from the insurance company on site to help employees start the process. The plan would start on November 1, 2015.

8.4 SpED Update Submitted by Mr. Stout

Mr. Stout reported on the current status of the special education and student services activities and staffing for the 2015/16 school year, emphasizing the continued priority for LCS' academic program. Mr. Stout is currently arranging for Ms. Lucinda Hundley to return

Respectfully submitted by:

Board Adopted: 10/22/2015

Jennifer Thayer, Board Secretary

Page 3/7

in the December timeframe to provide more input on our student services program. Ms. Hundley's visit is completely voluntary on LCS' part as we strive to maintain and continue to improve our student services program. Additionally, Mr. Stout reported that administration has not received any concerns related to the implementation of ESS student plans for the current 2015/16 school year.

8.5 Expansion Committee Update Submitted by Mr. Stout

The Expansion Committee submitted a status report of the following items:

- The Expansion Committee is reviewing multiple options for expansion.
- School administration has received a 5-year financial projection of a K-12 model and expansion based on a 65,000 sq. foot building.
- School administration has met with both Message of Life and TSD Superintendent Dr. Scheer about possibilities of available space.
- School administration has worked with our architect to place a 82,000 sq. foot projection for K-12 programming in to the strategic plan.
- The HS Faith site continues to serve well for the high school program. Faith Church staff has communicated that the arrangement continues to work well for them as well.

8.6 ROAR Update Submitted by Mr. Stout

Mr. Stout submitted an update on the "Be The Roar" effort including the following:

- Marketing:
 - Open House and Classical Symposium events continue.
- Fundraising:
 - Community golf tournament on August 23rd netted \$4,350 profit.
 - A student directory is in the works and advertising is being sold.
 - Tickets for the Outlets of Loveland Shopping Extravaganza are currently on sale. The event is October 17.
 - The team will host a booth at an outdoor children's Halloween event.
 - Thank you cards and tax letters are being sent out to donors.
- Grants:
 - Submitted application to Colorado Gives on August 17.

Additionally, benchmark updates were included.

8.7 Enrollment Update Report Submitted by Mr. Stout

Mr. Stout submitted a report for enrollment as of September 18, 2015.

8.8 Teacher Evaluation Process Submitted by Mr. Stout

Mr. Stout presented the 2015/16 teacher evaluation process to the board.

At 7:32 Mr. Trussell motioned to take a 7 minute break. Mrs. Dicks seconded, and the motion carried unanimously.

Respectfully submitted by:

Board Adopted: 10/22/2015

Jennifer Thayer, Board Secretary

Page 4/7

At 7:43 Mr. Dart called the meeting back to order. Roll call was taken. Board members present were Joshua Dart, Denise Dicks, Michael Meyer, Jennifer Thayer, Tracy Trussell and Ian Stout, Principal. Board President Daniel Filler was excused due to business travel.

8.9 CMAS Testing Results

Submitted by Mr. Stout

Mr. Stout presented the CMAS testing results for 2014/15.

8.10 School Improvement Plan

Submitted by Mr. Stout

Mr. Stout submitted to the board the first draft of the 2015/16 School Improvement Plan. This plan is required by the State in April and, by our charter contract, must be submitted to TSD by October 1st of each year.

8.11 Board Matrix

Submitted by Mrs. Dicks

Mrs. Dicks distributed a copy of the board matrix to all board members and asked that each member update his/her column. Board members updated the matrix and returned to Mrs. Dicks. Mrs. Dicks will update the board matrix and submit it to the BOD Virtual Bulletin Board (VBB) for reference.

8.12 Accountability Report

Submitted by Mr. Filler

The Accountability Report is a report required by our charter contract that must be submitted to TSD by September 30th. Mr. Stout reached out to our District contacts to determine what is required of the report and was scheduled for a meeting with Ms. Deb Huffsmith on September 30th at 11am to discuss. Ms. Huffsmith has given Mr. Stout a list of items that she plans to discuss with him at this meeting. Mr. Stout stated that he believes this accountability report is the same as the UIP that is required to be submitted to TSD by October 1, 2015 but will clarify that at this meeting. Mr. Stout also stated that board support although not necessary, would be welcomed. *Board member Tracy Trussell will check his calendar to see if he is able to attend the meeting with Mr. Stout.*

8.13 Auditor Engagement Letter

Submitted by Mr. Trussell

Mr. Trussell informed the board that with the transition between our previous business manager and our current CFO, a miscommunication happened with the total cost of the audit as presented and approved in June. The total cost of the audit as presented was \$7,000 including both the audit and the corresponding 990 Federal Tax Return. During the audit process, our CFO was informed that the audit's cost was \$7,000 with an additional \$1,000 for the filing. Mr. Trussell presented this for informational purposes as the total of \$8,000 is still below the budgeted \$9,000. No action is necessary by the board.

8.14 Proposed Engagement of Student Services Independent Review for December

Submitted by Mr. Stout

Mr. Stout updated the board on the proposed voluntary engagement of Student Services independent reviewer, Ms. Hundley. Mr. Stout has contacted Ms. Hundley and she is willing to do the proposed audit under the same terms as were set up when TSD contracted with

Respectfully submitted by:

Board Adopted: 10/22/2015

Jennifer Thayer, Board Secretary

Page 5/7

her last year. A final cost was not available at the meeting but when it is available, Mr. Stout will let the board know. This item will need to be voted on at a future board regular meeting.

8.15 2016/2017 Student Fees/Kindergarten Tuition
Submitted by Mr. Filler

The board requested that the Finance committee work to determine student fees and kindergarten tuition for the 2016/2017 school year. *The Finance Committee already discussed Kindergarten tuition and it is the recommendation of the Finance Committee that Kindergarten tuition remain unchanged from this school year as noted in this month's Finance Committee minutes. The request to determine student fees was taken as an action item for Mr. Trussell to be discussed at the next Finance committee meeting in October. Both items will be submitted to the consent agenda for October.*

8.16 2016/2017 Growth Plan
Submitted by Mr. Filler

The board requested that the Administration work on and present to the board a growth plan for the 2016/2017 academic year including but not limited to any additional tracks, retaining or closing of certain schools, or continued offering of full day kindergarten. *This request was taken as an action item for Mr. Stout and will be presented at our next board meeting in October.*

8.17 Staff Appreciation Party
Submitted by Mr. Filler

The Staff Appreciation Party date has been set for Saturday, January 30, 2016 from 6-9pm at the Devereaux Room above the Rialto Theater. Setup time for the event can start at 4pm. Due to liquor licensing on the site, alcohol must be purchased through the restaurant downstairs through a cash bar. *Board member Denise Dicks has agreed to coordinate the event with the help of board member Jennifer Thayer. Mrs. Dicks will reach out to Mr. Boos for the budget for the event, and Mrs. Thayer will be hand off any learnings from last year's event.*

8.18 Strategic Plan Update
Submitted by Mr. Filler

Mrs. Thayer led a discussion on the current state of the updated Strategic Plan. It is the board's desire to complete the updated strategic plan as soon as possible. In an effort to facilitate this goal, the board reviewed the goals that were submitted for this meeting. Feedback was given at the meeting, *as well as Mrs. Thayer requested that all board members review the goals offline and send feedback to the goal owners for revisions at the next work session. Any remaining goals that were not completed were also requested to be ready for the work session. Mrs. Thayer took the action item to email out the latest version of the strategic plan to the board. The board members should review this document, give feedback directly to the owner of the goals, and work to finalize the goals for the next work session.*

9.0 Action Items

9.1 Proposed Classroom Coordinator Retention Bonus

Mr. Trussell summarized again the proposed classroom coordinator retention bonus noting the following points:

Respectfully submitted by:

Jennifer Thayer, Board Secretary

Board Adopted: 10/22/2015

Page 6/7

- The retention bonus would be \$1,500 for the 9 returning classroom coordinators, with the total cost of \$13,500.
- The funds for the proposed retention bonus would be designated as coming out of the additional TSD funding.
- This would be a one-time retention bonus to help offset the unintended negative effect of moving from a wellness bonus to a health insurance plan as required by Federal law.

Mrs. Thayer moved that the board approve the proposed classroom coordinator retention bonus as discussed with an overall cost of \$13,500 for the 9 returning classroom coordinators. Mr. Meyer seconded and the motion carried unanimously.

9.2 Proposed Health Insurance Plan

Mr. Trussell summarized the proposed health insurance plan emphasizing the following:

- The Finance Committee is recommending that the board approve the base plan of the insurance plan as submitted and discussed in Discussion Item 8.3. The insurance plan also allows for two buy-up options at staff member's discretion.
- This insurance plan would replace the wellness bonus for the staff.
- Reintroduction of a health insurance plan is coming from a Federal mandate and without approving this plan, the school would face significant tax penalties.
- The cost of this plan exceeds the budgeted amount for the wellness bonus. The total cost of the plan is not available as it is dependent on the number of staff who actually sign-up to participate, however estimates were given to the board.
- The estimated cost that is above the wellness bonus will come from the additional funds from TSD, and would be designated as such.
- The Finance Committee believes that the health insurance plan as discussed is fiscally viable to be maintained in future years.

Mrs. Thayer moved that the board approve the proposed base health insurance plan (Option 1) as presented and that the additional amount of the cost of the plan over the wellness bonus amount previously budgeted would be designated as coming out of the additional TSD funding. Mrs. Trussell seconded and the motion carried unanimously.

9.3 School Improvement Plan

Mrs. Thayer moved that the board approve the School Improvement Plan as presented to be submitted to Thompson School District by September 30, 2015 as per our charter contract. Mrs. Trussell seconded and the motion carried unanimously.

10.0 Adjournment

At 9:15 pm, Mr. Dart moved to adjourn the meeting. Mr. Meyer seconded and the motion carried unanimously. The meeting adjourned at 9:15 pm.