



1.0 Opening of Regular Meeting

Board Vice President Joshua Dart called the meeting to order at 5:03 pm. Board members present were Joshua Dart, Denise Dicks, Michael Meyer, Jennifer Thayer, 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 8.2 Reappointment of Board Member. Mrs. Dicks seconded, and the motion carried unanimously. Mr. Dart motioned to approve the amended agenda. Mr. Meyer seconded, and the motion carried unanimously.

3.0 Approval of Minutes

Mr. Meyer motioned to approve the minutes for the November 19, 2015 Regular Meeting as presented. Mr. Dart seconded, and the motion carried unanimously.

4.0 Consent Agenda

No items were submitted to the Consent Agenda.

5.0 Public Participation

5.1 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/ELD/GT, student achievement, professional climate/HR and expansion/facilities.

6.2 SAC Report

There was no SAC report submitted. It was reported that staff and parent SAC surveys were sent out on December 1, 2015 with a deadline of December 12, 2015. The surveys had good response rates. A report on the surveys will be submitted in January.

6.3 Treasurer's Report

Finance Committee Meeting minutes were submitted for December 10, 2015. YTD financials were submitted for November 2015.

Follow-up to a question at the last board meeting by Mrs. Thayer about one of the financial dashboard indicators, Surplus/(Deficit) as percentage of expenditures, was reported. Mr. Boos, LCS CFO, reviewed the indicator and determined that the original indicator as defined was established for a start-up charter school with limited fund balance and a small enrollment base. Since LCS is no longer in start-up, Mr. Boos recommended and the Finance Committee agreed that the indicator be modified to better represent a school that is established. The updated indicator now sets the correct goal for an established school to be to maintain adequate fund balance to address future needs of the school and sufficient balance to address unforeseen fluctuations in revenues or expenses. The criteria to determine an established school is defined as being established for 3 or more years, with

stable enrollment, and with a current unrestricted fund balance of 10% or more. LCS meets all three of these criteria. Further, Boos Financial Services intends to use this new criterion as a general benchmark for all their current schools and thanked LCS for bringing the inconsistency to their attention.

6.4 Marketing Report

The marketing committee meeting report for November 18, 2015, results of Open Houses held November 18, 2015 and December 8, 2015, results of the High School Transition Night held December 2, 2015 and upcoming marketing opportunities including currently scheduled Classical Symposiums and Open Houses were submitted. Additionally submitted was an enrollment report through December 1, 2015.

6.5 Foundation Report

The November 17, 2015 Foundation meeting was cancelled due to lack of business therefore no new minutes have been approved since October. Submitted was an update on Benefit Auction activity as well as a list of items recently funded by the Foundation.

6.6 Expansion Report

An expansion report summarizing activity for LCS' growth and expansion for both short-term and long-term needs was submitted by Mr. Stout. Mr. Stout also gave an update on the latest activities since the report was submitted.

Mr. Stout also presented to the board a recommendation by Mr. Boos, LCS CFO, that LCS start the process to engage an Owner's Representative/Construction Manager in the next 1-2 months for the next phase. As reported by Mr. Boos, an owner's representative/construction manager is primarily responsible for advocating the school's interest by overseeing the construction project during each phase of the construction process including pre-construction and site evaluation, selection and evaluation of a construction company and architect, construction information required for bond financing, construction process and warranty period after construction. Additionally, Mr. Boos conveyed information from CDE that describes this position as used with their Best projects:

- 1) This position is considered a professional service and is not required to be bid out. Like services received from an attorney or accountant. Often this position is selected based upon reputation and previous work. It may be bid out if that is preferred.
- 2) It is recommended that we bring this position on as soon as possible in the process to make sure we have the expertise to make the best decisions during the whole process.
- 3) Upfront work would be done with the understanding that they would only be paid if and when the bond project is approved and financed.
- 4) A contract would not be signed until project is fully defined.

As part of the recommendation, Mr. Boos recommended using Diversified Consulting Group (DCG) with a main contact of Jeff Read. Mr. Boos' recommendation read as follows:

"I am making the recommendation that we work with Diversified Consulting Group. See attached bios for the staff of this company. Our main contact would be Jeff Read. The following are my main reasons for this recommendation:

- 1) I have worked with Jeff Read on 4 different projects. The school administration and I were both very happy with Jeff's services during and after the construction process is

completed. The contract generally calls for his services for 1 year after construction is completed. However, he has helped me out even after that period had expired.

2) I also made the recommendation to Pinnacle High School to use him and they were also very pleased with his services.

3) I have worked with other Owner's representatives and they have not been as detailed and helpful as Jeff Read. "

Mr. Boos indicated that the board does not need to formally approve an Owner's Representative at this point but would like to indicate to DCG that it is LCS' intent to hire them if the project is approved and financed.

The board discussed the recommendation and asked for a few questions brought up by board members to be clarified before proceeding. Mr. Stout will follow up with Mr. Boos to provide answers to the questions to the board.

6.7 Board Development and Policy Report

No report for the Board Development and Policy Committee was submitted.

Mrs. Dicks reported that she has sent an email to the current Elections Committee members about upcoming activities and informed them she would be setting up a meeting in January to kick off those activities. Additionally, Mrs. Dicks has reached out to one more individual to determine interest level in joining the Election Committee.

Mrs. Dicks reported that the board has registered for two slots at the February League of Charter Conference held in Denver. Once the date is closer, the board will determine who will attend and when.

7.0 Discussion Items

7.1 SpED Update

Submitted by Mr. Stout

Mr. Stout reported that no concerns related to ESS/SpED/504 have been relayed this school year; Ms. Lucinda Hundley, independent reviewer, has returned to LCS to provide an update on progress and she has expressed both pleasure at the growth through this year so far and that LCS has a functional MTSS process; and Ms. Hundley's report on her findings on areas of growth and opportunity will be submitted to the LCS Board in mid-late January.

Additionally, Mr. Stout reported school administration continues to monitor the percentage of students passing classes, and that meeting plan objectives is included in the school's UIP and strategic plan and in teacher evaluations; school administration continues to monitor per the processes for the success of all LCS' students; and Mr. Stout continues to coordinate closely with TSD staff regarding enrollment of students with disabilities, identification and evaluation of students, IEP and 504 plan implementation, needs of specific students, and staffing.

7.2 Coffee with Mr. Stout and the Board

Submitted by Mrs. Thayer

The board discussed who would attend the next Coffee with Mr. Stout and the Board on January 8th. *Mr. Meyer will attend the January meeting. Mr. Dart will attend also if he is available.*

Respectfully submitted by:

Jennifer Thayer, Board Secretary

Board Adopted: 1/28/2016

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7.3 Revised 2015-2016 Budget
Submitted by Mr. Dart

The board reviewed the 2015/2016 amended budget that will be submitted to the District by January 30th, on time per confirmation by LCS CFO with District personnel. The board will vote to accept the amended budget in 8.1 2015/16 Amended Budget under Action Items below.

8.0 Action Items

8.1 Revised 2015-2016 Budget

Mr. Meyer moved that the board approve the revised 2015-2016 budget as submitted. Mrs. Thayer seconded. In discussion, Mrs. Dicks asked for clarity as to whether this should be a motion or a resolution. It was discussed and determined that a motion is needed to approve the revised budget. Once the revised budget is approved, a resolution will be signed by the board vice president and secretary putting the revised budget in to effect. After no further discussion, the motion carried unanimously.

8.2 Reappointment of Board Member

Mrs. Thayer moved that the board reappoint Mr. Meyer for an additional 90 days through the Annual Meeting where his position will be voted on. Mrs. Dicks seconded the motion. With no discussion, the motion carried.

9.0 Adjournment

At 5:40 pm, Mr. Dart moved to adjourn the meeting. Mr. Meyer seconded and the motion carried unanimously. The meeting adjourned at 5:40 pm.