

Union Colony Schools Board Meeting Minutes October 17, 2020

Members in Attendance:

Veronica Armendariz, Vice President
Kristin Arnold, Treasurer
Jamie Wood, Secretary
Sarah Mitchell, Member
Matt Walsh, Member
Tim Marquart, Member

Administration in Attendance:

Jim Anderson, UCS Executive Director
Aycia Burns, UCPS Principal
Jemiah Fowler, UCPS Principal
Mandy Bailey, UCES Assistant Principal

Members Absent:

Heather Bunyan, President

The board meeting was held at Union Colony Elementary School, 1051 29th St, Evans, CO on October 17, 2020. Meeting was called to order at 8:04 am by Ms. Armendariz.

Action Items

- Consent agenda was approved. Motion by Ms. Arnold, Second by Ms. Mitchell. Motion passed. Consent agenda included:
 - Approval of September 19, 2020 Board Minutes
 - Approval of Hiring of Mackenzie Maxwell, UCES counselor

Discussion Items

- Since the beginning of the school year, there have been no coronavirus quarantines for UCES and one 3-day remote learning period for UCPS impacting 5 grade levels. Both schools continue to follow safety protocols and report no significant issues. While coronavirus cases are on the rise, the positivity rate for Greeley/Evans remains below 4%.
- Final student count numbers reflect a total enrollment of 754 students. This is 80 students below the budgeted 834 enrollment. Financial impact of the lower enrollment is approximately \$640,000. Board will review a draft amended budget at the November board meeting that will reflect this decrease in revenue.
- Construction on the UCPS campus is complete and the final reconciliation with Roche Construction will be completed shortly. Outdoor classroom will not be part of this project and projected expenses will be credited back to UCS. Overall, the Board and Administration expressed satisfaction with the look and layout of the campus.
- A committee has been created to plan for the expenditure of our portion of the District 6 bond proceeds. Possible projects include outdoor classroom space, remodeling of the UCES media center, and asbestos abatement. Projects must be completed by the end of 2023.
- The Director Search Committee has met and established a timeline for the Executive Director search. Committee is charged with overseeing the process, while the Board maintains responsibility for the final selection of the Executive Director. Position is set to be posted in December, with applicant screening taking place in January, and interviews in February.
- The committee members from the Mission & Vision Committee, Strategic Planning Committee, and Governance Committee will be asked whether the committees should continue their work or reestablish after a new Executive Director is hired.
- Auditors presented the audited financial statements. The auditors gave an unmodified opinion. Total Net Increase in Fund Balance for FY20 was \$459,809. Financial Statements and Notes include provisions to account for our portion of the PERA funding deficit - this is unrelated to the activities of the school and reflect pass through liabilities from PERA. The auditors made a few adjustments to account for various timing differences. In addition, the Governance

Communication Letter highlights the challenges of implementing adequate separation of duties with a small accounting staff.

- YTD financial were reviewed. The annual District 6 reconciliation has been completed and UCS will be receiving approximately \$53,000 due to a MLO reconciliation error determined by the District.

Board Reports

- Mr. Marquart presented CDE Charter School Board Training module #10, "Charter School Finance".
- Board reviewed policies, KEC, KEC-E, and KEC-R and recommended no changes.
- Board reviewed policy IGD "Curriculum Adoption" and recommended removal of this policy. Board expressed opinion that Faculty Council and Administration can make curriculum decisions but recommended that procedures be adopted to gather parent feedback on curriculum changes. Voiding this policy will be an action item at the November board meeting.
- Board reviewed policy KCD "Public Gifts/Donations to Schools" and recommended removal of last two sentences of the policy referencing specific gifts related to adoption and enforcement of tobacco policies. Amended policy will be an action item at the November board meeting.

Administration Reports

- Ms. Burns reviewed the activities at UCPS. Administration and staff are focused on improving student achievement. Over 100 classroom observations have been conducted so far this school year. The scheduling committee is reviewing the bell schedule for 21-22. The goal is to have Fall 2021 schedules available in May prior to the end of this year's school year. Discussions are taking place on increasing vocabulary instruction. Study hall in middle school has been eliminated and is voluntary at the high school level.
- Ms. Bailey reviewed the activities at UCES. Kindergarten and specials have adopted a new grading standard (based on a scale of 1-4 rather than A-F). Literacy night has been reformatted to be virtual. Safety protocols are continuing to be followed and revised as needed.

Director's Report

- Mr. Anderson reported that there were 26 referrals for new students this year from existing families.
- The cost of replacing the transmission in one of the school buses is cost prohibitive and the decision has been made to not repair the bus. We continue to have one large bus, one large activity bus, and two small school buses - and those are meeting our transportation needs at this time.
- Approximately 200 chromebooks for the high school should be arriving by the end of October, the remaining chromebooks are still on back order.

Executive Session

- Motion by Ms. Wood to enter Executive Session for discussion of individual students where public disclosure would adversely affect the person(s) involved under C.R.S 24-6-402(4)(h). Second by Mr. Walsh. Board entered Executive Session at 10:03 am. Board adjourned Executive Session at 10:35 am.

Adjournment

- Meeting was adjourned at 10:36 am.