

REGULAR MEETING

Date: October 11, 2016 6:30PM

ADDENBROOKE CLASSICAL ACADEMY

Location:

BOARD OF DIRECTORS

3940 Teller Street

Lakewood, CO 80235

Our mission:** Fostering a Culture of Free and Independent Thinkers through Tradition and Innovation.1. Preliminary****10 minutes****Call to Order**

Pursuant to proper notice of the meeting, Mrs. Rachel Swalley called the meeting to order at 6:30 PM in the Addenbrooke Classical Academy Conference Room.

Welcome Guests

The following guests were welcomed: Mrs. Karen Morgan

Roll Call

A quorum of the Board was present as follows: Mrs. Rachel Swalley – President; Mr. Scott Perry – Vice President, Mrs. Natalie Adams – Treasurer, Mr. Chris Kuetemeyer – Director, and Mr. Doug Hoffer – Secretary. Mr. Charles Wright – Executive Director, Mrs. Julie Spencer – Elementary Principal, and Mrs. Evelyn Fiadonu – Business Manager represented the administration.

Public Comments

Individuals are granted an allotted time for comments as specified by the chair.

Public Comments are expected to be conducted in a considerate, professional manner without profanity, and at the pleasure of the meeting Chair.

Announcements

None.

Approval of Agenda

A motion was made and seconded to approve the agenda as modified to include a discussion regarding staff retention.

Vote: [5]-Yes [0]-No

Motion Carried.

2. Consent Agenda Items**5 Minutes****Previous Meeting Minutes Approval**

Approval of previous months' Board of Directors Regular Meeting Minutes.

Approval of 09-08-2016 Special Meeting Minutes.

3. Executive Director Action Items**5 Minutes**

None.

4. Board of Directors Action Items**60 Minutes**

None.

5. Executive Director Discussion Items**20 Minutes****Preschool Update**

Preschool has been going well this fall. One more student has been enrolled.

CSSI Visits

Mrs. Spencer provided an update on specific dates for CSSI Team interviews with individual board members

currently scheduled for 12/14/2016.

Financial Audit

The preliminary results of this years' financial audit have not been received yet. The results of the Audit will be moved to future agenda items for the November meeting.

Enrollment Update

October 5 was the official 'Count Day' for Jeffco schools. The official student enrollment for ACA was discussed. Final results are: 500 Full Time Equivalent students, with a total of 517 students not including pre-K.

Staff Retention

A discussion occurred regarding staff retention. ACA is an At Will employer. In general, teaching staff are evaluated in three main areas: Instructional ability, philosophical fit with ACA as a school, and expertise in the specific area of content. Evaluations and observations are made as part of ongoing process of providing feedback and instructional coaching. Where weaknesses are observed, a growth plan for 30, 60 or 90 days is put in place. Typically, a decision to either retain or not retain a specific employee is made and conveyed by mid-April. Illegal, unethical or immoral activities can be grounds for a more immediate dismissal.

6. Board of Director Discussion Items

20 Minutes

Construction Update

A discussion occurred regarding construction updates for both the school and the adjacent apartment complex. Building materials being used by the Apartment Complex are being moved at the request of ACA. Excel continues to move slowly towards completing their work to move utility lines, and remain anticipated as the primary factor in the schedule to complete road construction work on Teller Street.

Ground breaking for the gymnasium construction may be pushed to December – January timeframe. A discussion occurred regarding §22-32-124 (1.5), C.R.S. and how the statute applies to the ACA property and building plans.

2016-2017 School Year Budget Update

Mrs. Adams & Mrs. Fiadonu provided and discussed updates to the budget for the 2016-2017 school year. Administrative services received from the district were discussed.

Official Per Pupil Revenue for 2016-2017 will be \$7,236 per Full Time Equivalent student.

Financial Policies are being developed and will be presented at a future meeting for discussion and adoption by the board.

The finance committee is working on target goals for reserves to present to the board for approval.

Mosaic (facility review company) will review facilities at a future date, to be determined.

Mr. Casey Behrendt is developing a tracking program for school furniture and IT Equipment.

7. Unfinished Business

5 Minutes

None.

8. Recognition

5 Minutes

None.

9. New Business

5 Minutes

None.

10. Future Agenda Items

5 Minutes

- CSSI school visit
- Financial Audit results

11. Recap Action Items and Assignments

10 Minutes

Chair to Recap.

12. Adjournment

5 Minutes

A motion was made and seconded to adjourn.

Vote: [5]-Yes [0]-No

Motion Carried.

There being no further business coming before the board, the meeting was adjourned at 7:16PM.

The next Regular Board of Directors meeting for Addenbrooke Classical Academy is scheduled for Tuesday, November 8, 2016 at 06:30 PM in the ACA Board Room at 3940 Teller Street, Lakewood, CO 80235.

Respectfully submitted:

Douglas P. Hoffer,
Addenbrooke Classical Academy,
Secretary, Board of Directors