

Colorado Calvert Academy State Charter School

Board Meeting Minutes 9 September 2010

In attendance:

Board members: Laurie Duke, Toni Miller, Ed Garner, Walter Dandy, Michael Poliakoff

Others: Elizabeth Davis, Scott Moores, Steve Brown, Lisa LoVullo, Brad Miller, Doug Hering

Laurie Duke called the meeting to order at 10:04 AM, MST

Ms. Duke offer congratulations to Principal Elizabeth Davis for getting the school up and running with great enthusiasm and spirit. Ms. Davis expressed her thanks and offered that it was a joy and privilege to be leading the school and her great team of teachers.

Ms. Duke welcomed new Board member Toni Miller who said that she was excited to be on board and to be associated with such a great school. Ms. Miller related some of her background which included a professorship at Regis University where she spent 8 years in an online environment and served on other boards. Ms. Duke expressed her appreciation for Ms. Miller's online educational background.

Ms Duke reported that the minutes from the July 14 and August 18 Board meeting were not ready and suggested that the Board postpone approval until the next meeting in October.

Marketing Update:

Lisa LoVullo reported that enrollment was at 154 and described marketing activities that included a series of webinars hosted by Ms. Davis, launching of a Colorado virtual fair and website notifications. Ms. LoVullo also described a media reception that has been arranged for Wednesday, September 22nd where 247 members of the Colorado media have been invited. She reported that, following the January through August "Countdown" newsletter, a new student newsletter will be launched this month called "Inspire".

Ed Garner inquired about getting coverage in the Denver Post and Ms. LoVullo reported that The Post had not responded to previous messages. Mr. Garner offered to talk to the Editor and put Ms. LoVullo in contact with him.

Mr. Garner also inquired about efforts to contact previous applications and Ms. Davis replied that every inquiry had been followed up with email, mailed packet and a personal phone call. The Board then discussed how information can be collected on reasons for not enrolling in the school. Ms. Davis offered that she would explore a mechanism for communicating to parents who applied but did not enroll in an effort to find out more about this.

Financial Report:

Doug Hering reported that he was beginning to receive funding payments and that the present cash balance was positive at \$150,000. He also reported that he had not yet started to make Service

Agreement payments to CES. Doug stated that he needed to create a revised budget based on a student FTE count of 165 but that despite this lower number the school's financial position was not that bad due to cuts made in staffing and the additional grant funding. The grant has basically paid for the student computers and the curriculum. He also informed the board that funding cuts may be forthcoming that could impact this year's or next year's budget and that he would inform the board and provide updates if this happens. Doug described how the funding level adjustments will work after the October 1 census date and also commented that he needed a few outstanding invoices from CES to allocate the remaining grant money.

Doug concluded his report by commenting that he had had an initial meeting with the auditor and that he needed to confirm when the audit was due. He offered that we do not need to do a 990 report.

Brad Miller told the Board that all members need to sign a conflict of interest statement as part of the filing for our 501 (c) 3 status. Scanned or faxed signatures would suffice. We also need to include a signed version of the by-laws. Elizabeth added that CSI requires her office to have a signed copy of the by-laws and other Board documents, including the meeting agendas and Board minutes.

Elizabeth Davis reported that the 4.5 FTE teachers did one-on-one testing of 75 K-3 students with the state assessment. The teachers are also doing two 3-4 hour workshops at two library locations. Elizabeth is working on the "October Count" to be sure it can be documented for CSI and CDC. She feels that the school is off to a good start, with evidence of the students regularly using the system as they should. Two of the teachers are working on Part II Professional Teaching License certification.

Elizabeth described the structure for a School accountability Committee. It will include two teachers, one administrator, one board member, three parents, and one business leader. It needs to meet at least once per quarter. Ed Garner moved and Walter Dandy seconded a motion to appoint Toni Miller to the Committee

Walter Dandy moved and Ed Garner seconded the election of Toni Miller as Board Secretary.

Announcements:

Media reception on 9/22/10

Board training: reminder to complete

Board Retreat – 10/22-23/10. Walter Dandy raised the question of whether we should have a special focus on student recruiting and marketing at the meeting. We discussed the type of facilitator that would be most useful. Scott Moores noted that Calvert would be there, possibly Lisa. Elizabeth noted that our competitors are established schools, difficult to compete with for a limited online market. Ed Garner stressed that we must be active in this arena; Walter suggested we might even ask Calvert for a small loan to make sure we can focus on marketing questions. Laurie observed that South Carolina's enrollment jumped substantially during the second year. Scott stated that the Calvert budget for marketing is \$42,000, and three quarters of that is used for the Web.

Meeting adjourned at 11:24 pm on Laurie Duke's motion and Walter Dandy's second. The next meeting is scheduled for October 13, 2010.

Minutes of Sept. 9, 2010 approved.

Laurie Duke, CCA Board Chair

10/13/10