

## Colorado Calvert Academy

Board Meeting

Sept. 14, 2011

10:00am MDT

6170 S. Lehman Dr., Suite 101, Colorado Springs, CO

*\* The mission of the Colorado Calvert Academy State Charter School is to meet Colorado students in grades K-8 where they are academically, inspire and enable them to achieve at the highest academic level, foster their ability to integrate ideas and concepts across subject areas, and develop their character, curiosity, and commitment to life-long learning*

**Call to Order:** Meeting called to order at 10:15 MT September 14, 2011

**Roll Call:** Laurie Duke, Tonie Miller, Elizabeth Davis, Ed Garner, Doug Herring, Brad Miller, Janis Gordon, Gloria Julius, Scott Moore

**Approval of Minutes of Aug. 10, 2011:** delayed. Janis offered to type of the minutes and will present them at the October meeting.

**Amendments to the Agenda:** none

**Public Comment:** none

**Recognitions:** none

### **Reports:**

**Financial Statements (Doug)** Profit for the first 2 months is \$24,000, but are \$57, 000 dollars behind from August . The deficit is due to invoices for curriculum that we did not have budgeted. We ordered a lot of curriculum in June and put in a container and Calvert has been shipping out of that. When that was gone, Calvert was shipping out of their own inventory. Students are currently receiving used curriculum. Doug thinks that \$20-30,000.00 could come back as a credit, but not fully sure. Doug is still putting together a new budget for next board meeting based on student numbers. All other expenses are in line and no surprises. Doug has been dealing with the Calvert Finance Dept. and Scott on this issue. The last issue is that the controller left CSI and they overpaid Calvert last year and we owe them about \$85,000.00. CSI has not asked for it, but Doug has told them that Calvert owes them money. This issue has been stalled probably due to the controller leaving. Not an expense issue, but an operational issue. The money is currently in the general fund and it is on the books as a liability.

**Administrator's Report (Elizabeth): Dashboard, etc.** Continue to enroll students. Currently have 176 students. On Sept. 26<sup>th</sup> will close enrollment in anticipation for Oct. 1 count. The attendance audit continues. Last month wrote 11 appeals regarding Oct 1 count day. Five of these issues have been resolved. Two other students from last year may not be paid for because the document was what it should have been (per state requirements) and one of the students was incarcerated during the Oct. count period and is currently appealing it. Elizabeth and Brad are working together with the state auditor to fight for payment for these students. Ed asked if the legal fees will offset the money. Prior to today, Brad has not done work for Calvert regarding this. The policy is being applied to the school retroactively and Elizabeth doesn't feel the state should be able to do this.

**CES :** Scott Moore nothing to add. This past week received 16 additional inquiries about the school.

**SAC meeting :** Elizabeth is very excited about the new committee and the plan that is being written for best practice for our online school. Three parents, Tonie Miller, Karen Deshriver, Patty Martin

#### **Action Items:**

#### **Old Business:**

**Strategic Planning Workshop:** Thursday, Nov. 3, 2011. Laurie would like to leave Nov. 4<sup>th</sup> as well open. Kelly Grabel will be in attendance. The meeting will at the COS office.

**CSSI Visit (Doug):** They will have 11 categories that they will be evaluating us on. Most schools get 2 and 3 in categories and very rarely does a school gets a "1". It is mandatory consultation. They will review all areas of the business procedures and will give a report 2-3 weeks after visit. They will ask about the training modules. They ask a lot of questions and there are no right answers. Be honest with the answers. The report will contain suggestions but are not binding. In essence, the report will tell the school what best practices should be done. The CSSI visit occurs only once in the lifetime of a school and it is tied to the implementation grant. We will only be the second online school to go through a CSSI visit.

**Review of Bylaws (Ed)** Ed asked if any of the bylaws need to be worked on for the state authorities. Elizabeth stated that CSI doesn't have complete bylaws for the school and they need an updated copy of the bylaws. Brad stated that in the Fall 2009 talked with Laurie and Ed about responsibilities of board members and Brad said that he will give a last look at the bylaws, make any changes and highlight them and forward them onto Laurie. If Brad has no changes then they just need to be signed and sent to CSI. If there are changes, the bylaws will need to be approved by the board and signed otherwise, they have already been approved and all they need to be signed and sent to CSI.

Review of CES Service Agreement (Tonie)

#### **New Business:**

**Brad Miller 501(C)3 update:** has been trying to get in contact with his IRS contact (Percy- El Monte CA office) to find out the status. Percy has not returned Brad's calls. Status of 1020 form is that we were asked a lot questions such as "what is our relationship with Calvert- proper? Is this status proper for an online school? Brad sent a response to these questions on Aug. 1 but still has not heard back. Brad thinks we should know soon. Brad will continue to try to contact Percy.

**CSSI Visit (Doug):** The will have 11 categories that they will be evaluating us on. Most schools get 2 and 3 in categories and very rarely does a school gets a "1". It is mandatory consultation. They will review all areas of the business procedures and will give a report 2-3 weeks after visit. They will ask about the training modules. They ask a lot of questions and there are no right answers. Be honest with the answers. The report will contain suggestions but are not binding. In essence, the report will tell the school what best practices should be done. The CSSI visit occurs only once in the lifetime of a school and it is tied to the implementation grant. We will only be the second online school to go through a CSSI visit.

Board Meeting Adjourned: 11:00AM MT when Ed left.

New board member

Executive Session:

***Executive Session topics are limited by law to the following:***

- a. *Conferences with attorneys for the purpose of receiving legal advice, CRS 24-6-402(4)(b);*
- b. *Real or personal property purchase, lease or sale, CRS 24-6-402(4)(a);*
- c. *Confidential matters under state or federal law, such as student academic records, CRS 24-6-402(4)(c);*
- d. *Details of security arrangements, including defense against terrorism, CRS 24-6-402(4)(d);*
- e. *Negotiation strategy and instructing negotiators, i.e., contract negotiations, CRS 24-6-402(4)(e);*
- f. *Personnel matters (individual employees or groups of employees but not Board members; this provision also does not apply to discussions of personnel policies not personal to particular employees), CRS 24-6-402(4)(f)(I & II);*
- g. *Consideration of documents protected from disclosure under the Open Records Act, CRS 24-6-402(4)(g);*

*Discussion of individual students where the discussion would adversely affect the person or persons involved, CRS 24-6-402(4)(h).*