

Legacy Academy Board Meeting Minutes
Legacy Academy Library
Tuesday August 14th, 2007. Time: 6:30 p.m.

- 1.0 **Call to order** 6:30 p.m.
- 2.0 **Pledge of Allegiance**
- 3.0 **Roll Call: Director Bleich, Director Campbell, Director Malerich (excused), Director Walter, Director Craley, Principal Hannigan, Vice-Principal Kroeker; Office Manager Sneed.**
- 4.0 **Approval of Agenda/Additions/Deletions for Tuesday August 14th, 2007**

Amend 14.5 – article was for the Legacy Ledger, not Elbert County News
Add 17.9 Board self-review

A motion was made to approve the agenda with the above changes by Dir. Craley and seconded by Dir. Campbell. Roll Call Vote: Dir. Bleich-aye, Dir. Campbell - aye, Dir. Walter - aye, Dir. Craley - aye. Motion carried, 4-0.
- 5.0 **Approval of Minutes for Meeting of Tuesday July 10th, 2007**

A motion was made to approve the agenda with the above changes by Dir. Campbell and seconded by Dir. Craley. Roll Call Vote: Dir. Bleich-aye, Dir. Campbell - aye, Dir. Walter - aye, Dir. Craley - aye. Motion carried, 4-0.
- 6.0 **Instructions and Ground rules for Audience participation.**

Dir. Bleich let us know that the board has adapted a more formalized way of having guest comments. Guests need to raise their hands and wait to be called upon before commenting.
- 7.0 **Guest Comments (2 minutes each)**

Michelle MacEgan had a concern about the High School handbook. Page 16 – Section about the discipline plan - the issuance of an incident report. There was a line about having parents state the action they took. This line was to be removed. A note will be made in the Legacy Ledger about this. There was a question about detention...the students have to be there for detention...no exceptions. Why was it written that way? She thinks it comes across as hostile. She wants to make sure that the parents and the teachers are on the same team. (This is also in the K-8 handbook). Mrs. Hannigan stated that she would deal with the exceptions as needed. The intent was not to come across as hostile. This can be edited. Why would the parent have to sign them in and out of detention? This was intended to be for Saturday detention only. This needs to be clarified. This can be changed and a letter can be put in the Legacy Ledger. Her last concern was why the doors would be locked during detention. She is concerned about what would happen in an emergency. Dir. Bleich feels like it makes the school more secure if the doors are locked. She feels there is a real push to curb the discipline. She would like to see more consistency in the discipline in the classroom. Certain teachers have different expectation and students get in trouble for doing something in one class but not in the other. The teachers need to be consistent. Dir. Craley feels we have a principal who will enforce this. Mr. Schondel wanted to know if the no-rescue policy is still in place – ie calling home for homework, etc. Is the staff enforcing this? He supports this policy and would like the staff to enforce this.
- 8.0 **Presentation by Mike Munier from Jefferson Academy (Ongoing training of board and staff)**

Dir. Bleich introduced Mike Munier. He spoke about building a strong board and principal relationship. He stated that we the board has a great opportunity with Mrs. Hannigan to really have a great relationship. See attached packet from Mike. He is very excited to see Charla come into the charter school movement. He thinks we have a terrific administrative team. The board needs to let the team jump in and implement the vision and mission of the school and the

Legacy Academy Board Meeting Minutes
Legacy Academy Library
Tuesday August 14th, 2007. Time: 6:30 p.m.

board. Personal agendas do not have a place on the school board. He is very excited for the future of Legacy Academy and thinks we are on track for a great future.

What has made Jefferson Academy successful?

- Cohesion – from the board to the administrator, to the staff, and back to the board. It takes a whole team to be successful
- Teamwork – the need for the high school to be successful escalates the need for teamwork. This will be a challenge. He really feels we have the right players in place right now.
- High Morale – Bad attitudes can ruin a school quickly. Bad attitudes guarantee failure. The teachers need to be able to count on each other. Don't let the "scoreboard" tell the whole story.
- Esprit de Corps – build trust, good communication, and respect between the board and the administration. Care for each other and for the parents and students of the school. Tasks are not as important as the people.

The cohesion we will develop over the next six months will be critical.

9.0 Carpool Update

They are working on this right now. The drop off and pick up will be in the back.

Mrs. Hooper had a couple of concerns from the homeowners of Wild Pointe. Do they have to drive out to 86 and go all the way around Legacy Circle? (Yes). Will there be a sidewalk by the mailboxes on Legacy Trail? A lot of the residents think a sidewalk from Legacy Trail to the parking lot would be beneficial for the safety of the students. The board has not heard anything about this, but they think it would be a great idea.

Michelle MacEgan wanted to know if the carpool would need more staff? Dir. Walter said there will be at least five people on duty for this.

Mrs. Hooper wanted to know about the handicapped students. There will be a place for them to be dropped off and picked up out of the way of the lane. They could have a sign in the back of their cars stating student with disability.

Will the grading help the follow of the water? Dir Bleich thinks that it will help with the drainage so that it will not flow out of our driveway.

Dir. Craley wanted to know about the staff parking. They will park where there is space. There may be a police officer here if they are available.

10.0 Discussion on scholarships

Dir. Bleich stated that two years ago scholarships were approved for the high school students to come to Legacy Academy. This is not legal to come from the general fund. This would have to come from a special fundraising fund. This will be honored for the students currently in the high school for this school year. Does this include the freshmen? We do have donations from Spring Valley that we could use for this. Michelle MacEgan thinks there should be some guidelines for the scholarships. They do have to complete a semester of post secondary schooling with a 2.5 GPA. They have two years to claim the scholarship. Dir. Bleich does not think this would be feasible for the future. A motion was made to honor the fulfillment of the scholarship program for students enrolled in the high school prior to the 2007-2008 school year, but to discontinue the scholarship program by Dir. Campbell and seconded by Dir. Craley. Dir Bleich feels like the 9th graders this year were being recruited under the guise of the scholarship program. He thinks the 9th graders this year should be grandfathered in and then the program should be discontinued. Any new students enrolled this year should be

Legacy Academy Board Meeting Minutes
Legacy Academy Library
Tuesday August 14th, 2007. Time: 6:30 p.m.

grandfathered into the program. Dir. Campbell is concerned about the amount of money we are talking about. He thinks we need to go by the current handbook. We are committing to spending a huge amount of money that we do not have. Dir. Craley thinks we can tell parents that we admit we made a mistake and found out this was a legal issue to give the scholarships from the general fund. Mr. Schondel volunteered to chair a committee to raise funds for the current freshmen. Helen has already started the spreadsheet for this process. Helen is not worried about keeping track, but she is worried about where the money will come from. Michelle MacEgan states that the potential damage is still two years away. There is some time to come up with the funds. There was quite a bit of discussion on this topic. The motion was withdrawn.

Michelle wanted to know if we could send a letter out explaining the situation and asking if there are families who would be willing to waive this scholarship.

A motion was made to discontinue the scholarship program but to grandfather in high school students who have graduated from Legacy Academy or are in enrolled on October 1st, 2007 within the guidelines previously established by the scholarship program by Dir. Bleich and seconded by Dir. Craley. Roll Call Vote: Dir. Bleich-aye, Dir. Campbell - aye, Dir. Walter - abstain, Dir. Craley - aye. Motion carried, 3-0-1.

A motion was made to appoint a scholarship committee charged with raising the total amount of funds for the scholarship program by Dir. Campbell and seconded by Dir. Craley. Roll Call Vote: Dir. Bleich-aye, Dir. Campbell - aye, Dir. Walter - aye, Dir. Craley - aye. Motion carried, 4-0.

Greg Schondel has volunteered to head this committee.

11.0 LA Principals report

11.1 Facility Report (Summer Progress/Difficulties and cost EL 7)
See attached packet from Anne.

11.2 Technology report (Summer Progress/Difficulties and cost EL 7)
John Cowel is installing the new computers and is making sure the network is working OK. He is working on having the teachers be able to access their email from any location, not just their home computer. There is still some discussion about how to utilize the laptops.

11.3 Staffing Report (Summer Progress/Difficulties and cost EL 7)
Everyone has been hired. There have been a couple of changes made in teaching assignments.

Charla passed out the sheets with the high school numbers.

11.4 Asset Protection (EL 7)
This is our insurance coverage. Helen made copies of the declarations page for the board. See attached report. Mike Munier had a gentleman come to his school and do an inventory for the entire school for furniture, fixtures, and equipment. Helen thinks this would be well worth it. This inventory is saved and if something would happen we would be covered, this would also make sure that we have the proper coverage. Mike will email Helen and she can find out how much it will cost to have him come to our school.

11.5 Calendar change for MLK day
This was marked incorrectly on the calendar. The updated calendar will be put in the Legacy Ledger. A motion was made to approve the new calendar by Dir. Craley and

Legacy Academy Board Meeting Minutes
Legacy Academy Library
Tuesday August 14th, 2007. Time: 6:30 p.m.

seconded by Dir. Walter. Roll Call Vote: Dir. Bleich-aye, Dir. Campbell - aye, Dir. Walter, Dir. Craley - aye. Motion carried, 4-0.

11.6 CSAP briefing

See attached report from the Alpine Achievement System showing our scores as compared to that of Elizabeth C-1 and the state of Colorado. We will be working on this with the teachers – how to look at our data and use that to help drive instruction. Greg Schondel asked if we have a plan of attack for the high school since we are billing it as a college prep school. Dir. Bleich states this is the board's number one priority for this year. A high school committee has been formed to address this issue. The importance of CSAP needs to be communicated to the students. Did they make their year's growth according to the scale score? This will help the students have more buy-in. Mrs. Hooper wants to know if the students understand the scores. Should parents be told to explain this to the kids? Mrs. Hannigan has shared these with the kids by having a class meeting. Mike did not realize this was broken down for the students. There needs to be better communication about the scores to the parents and students.

12.0 **Financial**

12.1 Quarterly Treasurer Checklist Report (GP#5, #5) Tabled from July.
All looks good. See attached report.

Recess 8:50 p.m.

Reconvene 8:55 p.m.

12.2 Revised Budget Review (Charter Contract 7b)

See attached report. This budget will change again in October. Joanna will come down to meet with Helen and Charla. Any board members are welcome to attend this meeting. Dir. Bleich would like to be notified of this budget.

12.3 Budget resolution Approval for previous year

See attached packet.

May financials were discussed. A motion was made to accept the May financials by Dir. Campbell and seconded by Dir. Walter. Roll Call Vote: Dir. Bleich-aye, Dir. Campbell - aye, Dir. Walter, Dir. Craley - aye. Motion carried, 4-0.

A motion was made to accept the Building Corp financials by Dir. Campbell and seconded by Dir. Craley. Roll Call Vote: Dir. Bleich-aye, Dir. Campbell - aye, Dir. Walter, Dir. Craley - aye. Motion carried, 4-0.

A motion was made to accept the June financials by Dir. Craley and seconded by Dir. Walter. Roll Call Vote: Dir. Bleich-aye, Dir. Campbell - aye, Dir. Walter, Dir. Craley - aye. Motion carried, 4-0.

13.0 **Board Agenda Items**

13.1 Schedule Board member attendance of at least 1 staff meeting/month

September 17th - Dir. Walter

October 15th - Dir. Craley

November 19th - Dir. Campbell

December 17th - Dir. Bleich

January 14th - Dir. Malerich

February 25th - Dir. Dir. Craley

March 17th - Dir. Campbell

Legacy Academy Board Meeting Minutes
Legacy Academy Library
Tuesday August 14th, 2007. Time: 6:30 p.m.

April 14th – Dir. Bleich

May 19th – Dir. Walter

- 13.2 Task Board Members with reviewing By-Laws and Governance Policy for suggested Modifications

Put them in writing and present them at the next board meeting. Email them out to the board before the next meeting.

14.0 **Old Action Items**

14.1 **Dir. Bleich**

- Make sure Scholarships discussion is on agenda for August - done
- Make sure scheduling of Board member attendance of at least 1 staff meeting/month is on agenda for August - done

14.2 **Dir. Campbell**

- Put together a statement to be read at beginning of board meeting indicating the procedure for Guests to have input into discussions during board meetings - done
- Contact Police to see if they can help make sure traffic patterns are followed at beginning of school – done; will follow up

14.3 **Dir. Malerich**

- Move the tree from the old site to the new – needs to check with Anne on this. We are waiting for a report for the Soil Conservation District

14.4 **Dir. Walter**

- Check Carpool improvements status and if not started within a week or so contact Dir. Bleich so he can check with Mr. Nyquist on plan/progress - done
- Prepare presentation of Quarterly Checklist for next meeting - done

14.5 **Dir. Craley**

- Prepare a Carpool change notice for Legacy Ledger - done
- Congratulations article for Mr. Hooper in the Legacy Ledger - done
- Arrive early for next board meeting and try new setup for seating to make it easier to hear – meeting in library
- Write up short synopsis for Legacy Ledger of the board meeting - done

15.0 **New Action Items**

15.1 **Helen**

Copies of the minutes and handbook that addresses the scholarship program and get this to the board

Follow up with Mike Munier about the company who will come in and do the inventory for us

Sign for the disabled students (Anne or Starla) - Symbol that matches the sign along with a sign that says “pick-up/drop-off”

Have Anne or Starla find a sign for the area out front – one with the universal symbol for handicapped and then another sign for pick-up/drop-off

15.2 **Dir. Craley**

Write a letter to all high school parents explaining the scholarship program and giving parents an option to waive out of this.

Meet with Greg Schondel about the scholarship committee.

15.3 **Krystal**

Legacy Academy Board Meeting Minutes
Legacy Academy Library
Tuesday August 14th, 2007. Time: 6:30 p.m.

Make changes about the discipline policy and make sure they are put in the Legacy Ledger

Follow up on concerns about why the Core Virtues and Honor Roll was not in the Ledger. Work with Mrs. Hannigan on this.

16.0 Guest Comments (2 minutes each)

Mrs. Hooper wants to know why the winners of the Core Virtues were not put in the Legacy Ledger. The A/B and A Honor Roll was also not in the Ledger after first quarter.

Mike is so glad we are meeting in the library. Michelle has a question about the High School committee. It was a principal driven committee. Mr. Swanson is the chair of this committee. They are deciding on the direction and future of the high school – to move is toward the vision and mission of the high school – college prep.

Greg wants to know if the bylaws of the school can be put on the web page. He also wants to know about volunteers for landscaping for the school. He wants to know if the school has a recycling program. The student would need to go through the principal for this program.

17.0 Executive Session

17.1 Personnel issue

A motion was made to move into executive session by Dir. Craley and seconded by Dir. Campbell. Roll Call Vote: Dir. Bleich-aye, Dir. Campbell - aye, Dir. Walter, Dir. Craley - aye. Motion carried, 4-0.

Moved to executive session at 9:30 p.m.

A motion was made to move out of executive session by Dir. Campbell and seconded by Dir. Craley. Roll Call Vote: Dir. Bleich-aye, Dir. Campbell - aye, Dir. Walter, Dir. Craley - aye. Motion carried, 4-0.

Moved out of executive session at 10:02 p.m.

17.9 Board Self-Review

See attached self assessment. Most areas were satisfactory. There were some concerns about the rules of board meetings and that the board committees have a clear scope of responsibility and charges. There was a discussion about the High School committee and the direction of the high school and what college prep means. These decisions need to be made with the board and Mrs. Hannigan together.

18.0 A motion was made to approve Michelle Makibali as the new music teacher by Dir. Campbell and seconded by Dir. Walter. Roll Call Vote: Dir. Bleich – aye, Dir. Campbell – aye, Dir. Walter – aye, Dir. Craley – aye. Motion carries 4-0.

19.0 Adjourn: 10:38 p.m.

A motion was made to adjourn by Dir. Walter and seconded by Dir. Campbell. Roll Call Vote: Dir. Bleich – aye, Dir. Campbell – aye, Dir. Walter – aye, Dir. Craley – aye. Motion carries 4-0.

Secretary Legacy Academy

Date Approved