

Legacy Academy Board Meeting Minutes  
Legacy Academy Library  
Tuesday, November 11, 2008. Time: 6:30 p.m.

- 1.0 **Call to Order** 6:32 p.m.
- 2.0 **Pledge of Allegiance**
- 3.0 **Roll Call** Director Walter, Dir. Schondel, Dir. Berkenkotter, Dir. Hooper, Principal Hannigan, Vice-Principal Kroeker, Office Manager Sneed
- 4.0 **Approval of Agenda**

Item 11.6 – Handbook Policies

A motion was made to approve the agenda with the above changes by Dir. Schondel and seconded by Dir. Hooper. Roll Call Vote: Dir. Walter-aye, Dir. Schondel – aye, Dir. Berkenkotter – aye, Dir. Hooper - aye. Motion carried, 4-0.
- 5.0 **Approval of Minutes**

A motion was made to approve the October minutes by Dir. Schondel and seconded by Dir. Berkenkotter. Roll Call Vote: Dir. Walter-aye, Dir. Schondel – aye, Dir. Berkenkotter – aye, Dir. Hooper - aye. Motion carried, 4-0.
- 6.0 **Guest Comments: (2 minutes each)**

Mr. Fonte wanted to know why he has not gotten a response to his letter. Dir. Walter stated that because of the Sunshine Law it has taken more time to discuss this issue. He can expect a written response within a day or so. If he likes, he may set up a meeting with Mr. Walter to discuss the response.

Matthew Dillon presented information on the Senior Trip. See attached proposal. Matt Dillon explained some ideas they have had for fundraisers. Carl Healy wanted to know if the chaperones had to be school employees. Mrs. Hannigan would prefer that at least one of them be a school employee and there was at least one male and one female chaperone on the trip. They will also need to add \$300 for insurance for the trip.

A motion was made to authorize the senior class to further investigate the details of the Senior Trip for the 2008-2009 school year by Dir. Schondel and seconded by Dir. Hooper. Roll Call Vote: Dir. Walter-aye, Dir. Schondel – aye, Dir. Berkenkotter – aye, Dir. Hooper - aye. Motion carried, 4-0.
- 7.0 **Athletic/Activities Director Items**

Fred Crofford reported that basketball season has started and there are lots of kids who have gone out. 36 of our Middle School students are playing basketball. High School basketball (both boys and girls) will be starting next week. MS Cheerleading has also started. He has saved money on his budget because several coaches are working as volunteers.

The Estes Trip went well. 37 students and 10 adults went on the trip. Mrs. Peterson and Mr. Crofford took eight students to the state Student Council conference. They are hoping to attend the National Conference in June (it is here in Colorado)

HS MatchWits is in second place (out of eight schools) in the BFL.
- 7.1 **Athletic Booster Club Report**

They had the second annual Bull Drop this past weekend. He would like to have more members on the ABC. They had donations to buy new basketball uniforms. They also had the first annual chili cook-off and also had a hay ride.

Legacy Academy Board Meeting Minutes  
Legacy Academy Library  
Tuesday, November 11, 2008. Time: 6:30 p.m.

The ABC will be buying Gatorade for some of the away games. Their next meeting is Wednesday the 19<sup>th</sup>. They would like to have a bonfire and court warming.

Jason Wilson reported on the court warming idea the student council had. This is an alternative to Homecoming. It would be a week-long event to help build school spirit. They would also like to have a bonfire and a dance. This would take place in December (perhaps the second week) or maybe in January. Dir. Schondel suggested that Jason make this presentation to the ABC on the 19<sup>th</sup>.

8.0 **PTO Report**

There was nothing to report.

9.0 **Future Planning Committee**

Jayme Anthony resigned from the committee, so she did not have anything to add at this time. She does not ever remember the board not being accessible to her whenever she needed to. She feels like this makes the board not be accessible to the general public. She feels parents need to understand how the board laws work. There was a discussion on this topic as they tried to explain the Sunshine Law and how the board is able to function. Dir. Schondel has a letter drafted that he will get to her within the next 24 hours.

9.1 **Fundraising Committee Report**

She has not been able to talk to the chair of the committee so she is not sure what to report.

10.0 **BAAC**

10.1 **Parent Survey overview discussion/questions (GP#7)**

See attached survey. Mrs. McFarland explained the questions on the survey and how the BAAC come up with the questions and the formatting of the survey. They would like to put the link on the website at the beginning of Christmas Break and stay on the website through January 12<sup>th</sup>.

Dir. Hooper wants to know if there is a way to track families turning in the surveys. The surveys could be tracked against the front sheets turned into the office.

Dir. Schondel wants to know how we can market this survey to get a higher return rate from the parents.

Mrs. VanEaton suggested that the parents need to make sure that the survey is being taken seriously. The BAAC suggested that the board lets the school community know that they have looked at the survey and are addressing the issues that were brought up.

Dir. Schondel suggests that the board, teachers, administrators, and parents help to get the work out to other parents about the survey.

Perhaps there could be a contest to see which grade level has the most surveys returned.

Mrs. Bohling wanted to know if there was a way to let the parents type it in on the computer. She feels that it is important for Mrs. Hannigan to promote this – as well as the teachers. Mrs. Hannigan could announce it at the Christmas Concert. We will also use the call system to promote the survey.

Legacy Academy Board Meeting Minutes  
Legacy Academy Library  
Tuesday, November 11, 2008. Time: 6:30 p.m.

Maybe set a goal for 50% participation for the whole school, they would receive a reward.

A motion was made to approve the survey by Dir. Schondel and seconded by Dir. Berkenkotter. Roll Call Vote: Dir. Walter-aye, Dir. Schondel – aye, Dir. Berkenkotter – aye, Dir. Hooper - aye. Motion carried, 4-0.

**11.0 LA Principal's Report**

11.1 Review EL#4 Financial Planning and Budgeting  
See attached written response.

11.2 Review EL#8 Compensation and Benefits  
This was not completed as this was not on the calendar as an item to be covered in November. This will be tabled until December.

11.3 Review EL#9 Communication and Support to the Board  
See attached written response.

11.4 Review EL#11 Charter/School District Contract  
See attached written response.

11.5 Facilities Report  
See attached report from Anne. The roof has been worked on and they gave us another 2 year warranty.

11.6 Handbook Policies  
See attached letter to clarify/update several policies from the Student Parent Handbook. Mrs. Hannigan would like to address these issues in the Legacy Ledger.

A motion was made to approve the changes to the handbook and to communicate them to the parents through an article in the Legacy Ledger as proposed by Mrs. Hannigan by Dir. Schondel and seconded by Dir. Walter. Roll Call Vote: Dir. Walter-aye, Dir. Schondel – aye, Dir. Berkenkotter – aye, Dir. Hooper - aye. Motion carried, 4-0.

**12.0 Review Staff Survey of the Administrator (GP#4-7c)**

A motion was made to accept the staff survey from last year and have the Board President deliver it to the staff by Dir. Berkenkotter and seconded by Dir. Walter. Roll Call Vote: Dir. Walter-aye, Dir. Schondel – aye, Dir. Berkenkotter – aye, Dir. Hooper - aye. Motion carried, 4-0.

**13.0 Financials**

13.1 Quarterly treasurer Checklist Report for July-Sept 2008 (GP#5-5)  
Dir. Berkenkotter completed the checklist report. Everything was validated and checked out. See attached report.

A motion was made to approve the quarterly treasurer checklist report by Dir. Schondel and seconded by Dir. Hooper. Roll Call Vote: Dir. Walter-aye, Dir. Schondel – aye, Dir. Berkenkotter – aye, Dir. Hooper - aye. Motion carried, 4-0.

13.2 Monthly budget report  
See attached reports. The first report was from the Building Corp. The second report was the regular monthly budget report. The teachers have done very well not spending money and are working hard to save money. November is

Legacy Academy Board Meeting Minutes  
Legacy Academy Library  
Tuesday, November 11, 2008. Time: 6:30 p.m.

the month we reconcile with the district for PPR vs. FTE. We owed \$45,000 back to the district and this has been paid.

Next year we will have to budget for our new student data management system. We will be using the same system as the district. Helen will be meeting with the district to discuss this on Thursday.

We have not yet received the findings from the audit. They will come out and make a presentation to the board if the board would like. Helen will try for the December or January meeting. This could be done in a working session.

Mrs. Bohling wanted to know why the budget for technical services was so different from budgeted vs. actual. This was because the services had been so neglected for so long.

A motion was made to approve the monthly financials by Dir. Schondel and seconded by Dir. Berkenkotter. Roll Call Vote: Dir. Walter-aye, Dir. Schondel – aye, Dir. Berkenkotter – aye, Dir. Hooper - aye. Motion carried, 4-0.

**Recess 8:47 p.m.**

**Reconvene 8:56 p.m.**

14.0 **2<sup>nd</sup> Reading of Legacy Academy By-laws proposed changes**

15.0 **2<sup>nd</sup> Reading of Legacy Academy Policy Governance proposed changes**

16.0 **Old Actions Items**

16.1 Board Members to review GP# 4, 9, and 11

This was done

16.2 Helen – Have Starla re-post board vacancy in Ledger

This was done

16.3 Helen – send staff survey to Board

This was done

16.4 Dir. Schondel – email proposed by-law and governance policy changes to Krystal

This was done

16.5 Krystal – Consolidate proposed by-law and governance policy changes and post

This was done

16.6 Dir. Walter obtain a copy of John Bleich's Administrator survey

This was already approved

16.7 Dir Hooper submit article to Elbert County News and Western Elbert County Sun about speech team

This was done

17.0 **New Actions Items**

17.1 Board Members to review GP# 8, 10, and 12

17.2 Krystal – talk with Anne about the Republican Party Lincoln Day Dinner

17.3 Helen – have Starla put a note in the Ledger that the by-law and GP policies changes are posted on the BOD bulletin board

Have Starla post in the Ledger that the board position will be filled at the December 9<sup>th</sup> meeting, so all letters need to be in by December 3<sup>rd</sup>

Legacy Academy Board Meeting Minutes  
Legacy Academy Library  
Tuesday, November 11, 2008. Time: 6:30 p.m.

- 17.4 Dir. Schondel – email the Anthonys a response to their resignation from the FPC and extend and offer to apply for the open board seat. Send notice to the board that the November working session will be on the 18<sup>th</sup> at 7 p.m.
- 17.5 Dir. Hooper – finalize draft of letter to the Fontes  
Submit an article to the Legacy Ledger on the most effective way to communicate with the BOD
- 17.6 Dir. Walter – Sign letter for the Fontes and call them to let them know it is ready  
He will respond to all email communications within 24 hours of receipt
- 18.0 **Guest Comments**  
Mike Hettinga thinks the board is doing a great job.
- 19.0 **Board Self Review (GP# 3-4)**  
The BOD has some work to do as they are very inexperienced, but they are on the right track.
- 20.0 **Executive Session (as required)**  
None was needed
- 21.0 **Adjourn 9:47 p.m.**  
A motion was made to adjourn report by Dir. Schondel and seconded by Dir. Berkenkotter. Roll Call Vote: Dir. Walter-aye, Dir. Schondel – aye, Dir. Berkenkotter – aye, Dir. Hooper - aye. Motion carried, 4-0.

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Secretary Legacy Academy

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Date Approved