

MINUTES

Prospect Ridge Academy

2555, Preble Creek Parkway, Broomfield, CO 80023

11.2.17 | 5:30 pm

In Attendance

Board Members: Adam DiGiacomo, Bret Fund, Julia Guynn, Susan January, Kevin Jenkins, Lena Lucas, Cameron Mascoll, Steve Perruzza, Todd Stockard, April Wilkin

Board Members Not Present: None.

Quorum Present? Yes.

Others Present: Alison Schilling, Amber Dann, Sara Hull, Megan Wheeler, Melanie Lostroh, Tamara Zeischang, Anne Marie Pewterbaugh, Thomas Ditts, Heather Preusser, Lark Rambo, Noralyn Ziesman, Erin Hoffner, Scott Iten, Juliette Britton

Call to Order

Call to Order at 5:35 pm

Approval of Agenda

MOTION to approve Agenda as written.

- Approved unanimously.

Public Comment

No.

Consent Agenda

1. Minutes from October 5, 2017.

MOTION to approve Consent Agenda.

- Approved unanimously.

Policy/Bylaw Report

J. Guynn. Policy/Bylaw Report.

BOD Policy Manual – Review of Section 4.4

Adams 12 School District has asked us to put our Conflict Resolution process in writing. Review of our current policy.

Department and Grade Level Reports (Zieschang/Preusser/Wheeler)

Language Arts

T. Zieschang – Literacy Specialist

Update on Orton Gillingham.

Help to close gaps that we had in the past. Using it in place of Reading Street in K-5. Students are more interested.

PALS assessment – consistent with the District recognition for those who need READ Act intervention support.

Done with a person, instead of solely on computer.

15 kids on READ Act based on iready, PALS is a better assessment.

20 licenses. Only 5 students identified as READ Act eligible (significant deficiency, 2 years below).

H. Preusser

English Department – curriculum review by grade.

Yearbook and Theater update.

5th Grade

M. Wheeler and M. Lostroh

Focusing on different types of writing throughout year in writing workshops.

CalWood again this year (Feb 21-23) – based on science standards.

Service learning project update.

Literature study – in small working groups.

Math in Focus Curriculum - currently on fractions.

Science – Classification Unit.

Social Studies – Mayan, ancient ruins.

Counseling Report (Itten/Ziesman/Rambo)

Colleges Admission Rep Visits - 36 schools represented that have been to PRA.

College Admission and Counselor Breakfasts.

Area College Fairs – let our students know these are available, on our calendar and send reminders.

Campus Visits

CU – Boulder

University of Denver

University of Northern Colorado

Colorado College

Colorado School of Mines

Colorado State University

University of Wyoming (transportation was an issue this year)

ROAR Application Case Studies.

Sample Common Applications – 6 reps visit and review what they look at in an application / juniors and seniors attended

Need to start younger, freshman year in future.

Approximately 50 families attended the event.

Presentation from CUs financial aid department.

Review of list of colleges students have or will be applying to (125 colleges listed).

Athletics Signing - November 8th and will be one another one in Spring.

Map located in the HS of where the students are attending.

2017 Annual Report (Rambo)

1st year to present this to community.

Will send with the annual give – around Thanksgiving. Provide feedback to K. Jenkins and L. Rambo if any suggestions.

Principal's Report (Wilkin/DiGiacomo)

Kudos:

- All staff and parents who attended Parent Teacher Conferences.

New Business:

- Math in Focus Trainers – Met with Teachers in sets of 2.
- Economics Fair in 3rd grade – practiced sales.
- Core Knowledge – Egyptians, Grecians, Medieval.
- HUB – benefit plan update meeting for staff – switching to calendar year for employee health, dental vision; same plan with flex spending and HSA.
- Miner Mania – student council led; recognition for seniors, over 600 care kits for Foster partners, including Foster Source.
- Indigo Assesement for 10th graders to view strengths – created a dashboard, help connect students to colleges and careers based on their individual strengths and interests.
- HS Volleyball Regional Tournament – 2 games coming up.
- MS Basketball has started.
- College Visits for Juniors (UNC or DU).
- Letter from C. Conner re: Enrollment.

Business Manager Update (Mascoll)

New Business:

- Review of Reforecasted 2018 Budget, not yet officially revised.
- Update of Bond Project Submission from PRA to Adams 12.
 - Should receive actual project bid costs before December board meeting
 - Includes Track and Field, Gymnasium, K8 interior renovations.

(Sub)Committee Reports

Athletic Subcommittee (Perruzza):

- Working on ES and HS survey for sports interests.
- MS and HS participation in PE/weight lifting.
 - 20% of HS students – participating
- Kudos to S. Thygesen, MS Athletics Survey – already been distributed.

Community Outreach Subcommittee (Lucas):

- Miner Mania – partnered with student council.
- Spooktacular Family Service Event – with City of Broomfield.
- Skate City.
- Monthly Mexican Staff Luncheon.
- Upcoming November Events: Chili Staff Luncheon, Father Daughter Dance “Under the Sea”, Food for Hope family service event.

Curriculum Subcommittee (DiGiacomo):

- Discussed Interventions in detail, how they support and line up through all the levels.
- Capstone Update – 87 seniors, almost all are on track.
- 2 CU Succeed classes, and will consider what additional offerings we will have next year.
- International Trips – determining who and where they go.
- Senior Award Night – planning stages.

Facilities Subcommittee (Jenkins/DiGiacomo):

- Met in South Denver with contractors, engineers, architects - will meet electrical, civil engineers next week.
- Made major decisions on design last week to save costs.
- Meet weekly.
- December 4th they will be on site.
- Negotiated access for construction, safety issue.

Finance Committee (Stockard):

- Suggestion to add more members to finance committee.
- Will create a budget for the building corporation.
- Met with Rep for Wood River Energy alternative source for natural gas, can save money on utilities by purchasing gas in bulk (roughly 5% savings).
- House Bill 1375 passed last year, mill levy override by 2019-20 school year must begin sharing; by July 2018 must present plan to share money with schools – will amount to approximately \$1,000,000 annually.
- 501© (3) for Building Corp – have not yet submitted paperwork.

Fundraising Subcommittee (January):

- Working on Annual Give, theme and materials to print, timing of launching, emphasize open all year.
 - “Dream Big, Achieve Bigger”
- Boosters and Fundraising – collaborating on corporate sponsors.
- Will meet next week.
- Gala – March 17th, 2018.
- Looking ahead to Capital Campaign timing.

Governance Committee (Guynn):

- Did not meet.

Hiring Subcommittee (Wilkin):

- Did not meet.
- Classified and Coaching Positions to fill.
- Additional Admin Coordinator – added at .5, temporary contract for remaining of this year.

School Accountability Committee (Fund):

- Kudos to A. Wilkin and A. Digiacommo – ran meeting while B. Fund called in.
- UIP process.
- Dashboard review – metrics identified; platform to collect and display.
- Review of Survey, committee to update by December.

Old Business

1. None.

New Business

1. Enrollment Data.
 - a. Review of Enrollment numbers as of October 1, 2011-17.
 - b. Review of Retention Rates, Wait List numbers.
2. Review of Principals Beginning of Year PMTs
 - a. Prioritization of goals, feedback.

EXECUTIVE SESSION.

MOTION to enter into Executive Session to discuss matters related to *personnel* pursuant to C.R.S. 24-6-402(4)(f)(I&II) and to *a particular student* pursuant to C.R.S. 24-6-402(4)(h). Approved unanimously.

Entered Executive Session – 9:16 pm.

Executive Session Recorded.

Exited Executive Session – 9:42 pm.

MOTION to approve the hiring of the following individuals as recommended by the Hiring Subcommittee and Administration and discussed in Executive Session:

Personnel:	Position:
M. Schauble	Part-Time Admin Coordinator

Adjourned

MOTION to adjourn meeting. Approved unanimously.

Meeting adjourned at 9:43 pm.