

MINUTES

Prospect Ridge Academy

2555, Preble Creek Parkway, Broomfield, CO 80023

February 1, 2018 15:30 p.m.

In Attendance

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

Board Members Not Present: Julia Guynn

Quorum Present? Yes.

Others Present: Thomas Dilts, Steve Thygesen, Penny Rexroth, Melanie Lostroh, Perry Polasek, Katie Rimmer,

Call to Order

Call to Order at 5:30 pm

Approval of Agenda

MOTION to approve Agenda as written.

- Approved unanimously.

Public Comment

No.

Consent Agenda

1. Minutes from January 11, 2018.

MOTION to approve Consent Agenda.

- Approved unanimously.

Policy/Bylaw Report

Fund. Policy/Bylaw Report. 3.1.1

Review of 3.1.1. Board of Director guidelines from Board Code of Conduct.

Board Use of Data. Discussion of best uses for all of the historical data we have been presented.

Department's Report (Polasek/Rimmer)

4th Grade Report

Team Teaching this year – Math and Science / Language Arts and Social Studies

Benefits include all students have Science and Social Studies daily and believe this will help transition students more effectively to fifth grade. Student success shown in improving in Science and Social Studies assessment scores.

Highlights of the year include: Medieval Festival, Monk Day, Ameritowne and lung dissections at the Denver Museum of Nature and Science. They also have science day – hands on science experiments and they rotate through science stations.

Principal's Report (Wilkin/DiGiacomo)

Kudos:

- Board Members who did their walk throughs.
- Staff Appreciation Week – all of the parent volunteers getting ready for this.

New Business:

- In the middle of formal evaluations of staff.
- Created Valentines for Children's Hospital.
- Student led conferences coming up in Elementary.
- 8th Grade Students – went to HS and had a student panel of HS students answer questions. Grouped with HS Students for selfie scavenger hunt. Dodgeball game. Miner Cup and Peak Placement.
- Staff at Orton Gillingham Training and Depth and Complexity Training.
- Lottery pull for new students tomorrow.
- BLUE dress as a school tomorrow to honor fallen officer.
- Anti Defamation League training for HS students.
- Snowball Dance – February 10th.
- Robotics Team – state qualifier this weekend.
- K12 Event – Wednesday February 7th @ 3:15pm / Send off of cheer team for the National Competition.

K-12 expectations manual.

Review of HS Referrals by Month, Issue, Gender, Location, Days of Suspensions, Teacher, Students with Repeat Referrals. Also, Positive Referrals by Grade, Month and Gender.

Review of dress code and cell phone violations.

Business Manager Update (Mascoll)

New Business:

- Completed all 1099s and W2s.
- DCS working on quicker turnaround.
- United Healthcare problems – working with them to get it figured out.
- 1023 Building Corp sent in.
- Working on revised 5 year budget.
- Updating budget template for all departments, forecasting out further years.

(Sub)Committee Reports

Athletic Subcommittee (Perruzza):

- Review of Sports Surveys for 4th-8th grade students.
- Focusing on dedicated facilities for sports programs.

Community Outreach Subcommittee (Lucas):

- Staff Appreciation Week coming up next week.

- Food for Hope Monthly Volunteer Event on 2/16 (PD Day) at HS Commons.
- Mother Son Event – Rockies Game, working on finalizing date.

Curriculum Subcommittee (DIGIacomo):

- Reviewed of proposals for potential new class offerings: FST (Functions, Statistics and Trigonometry), AP French.
- Proposal to remove 6th grade honors for LA, continue it in 7th and 8th grade.
- Change to 9th grade World History curriculum document.
- In future may add Creative Writing class as a MS writing course in place of journalism.

MOTION to approve adding the following High School classes: Functions Statistics Trigonometry (FST) and AP French.

Approved unanimously.

MOTION to approve the addition of MS Creative Writing class, subject to approval of the curriculum committee.

Approved unanimously.

Facilities Subcommittee (Jenkins):

- Construction is in process.
- Upgrade to our internet services happening tomorrow after school.
- Purchased track and turf surfaces, were able to upgrade to a better product.
- City of Broomfield wants us to add an easement for storm water runoff. Our attorney to review.
- Meeting weekly with architects, contractors and facilities team.

Finance Committee (Stockard):

- Did not meet in January.
- Will focus on the updated 5 year budget.

Fundraising Subcommittee (January):

- Review of current budget.
- Looking for corporate sponsors for the Gala and want to get up to 300 in attendance.
- Trying to refine strategy to engage HS parents.
- Plan for the future to connect with alumni.

Governance Committee (Guynn):

- We met this month to prepare for the Board nomination process - explained process to new members.
- K. Pratt asked if the Gov Com could review MESA's Parent and Staff Handbook.
- Meeting February 22 to go through applicants for the Board position.

Hiring Subcommittee (Wilkin):

- Met in January.
- Have new postings that went live today and will be adding new this week.
- Internal review for hiring best practices.
- Working on candidate packets to show them who PRA is. PRA parent is putting them together pro bono.
- Looking for some current substitute teachers.

School Accountability Committee (Fund):

- Will meet next week.
- Proposing no changes to parent survey.
- Dashboard work happening.

Old Business

1. None.

New Business

1. Review of Assessment Data
 - a. Mid-Year Assessment Data – Review ES.
 - i. I-Ready.
 1. Math Growth by grade level. Demonstrating student growth across all domains. We are moving in the right directions. 2nd grade - highest growth, 5th grade - highest percentage on target.
 2. Reading Growth by grade level. Phonics strand performance strong for grades 3-5. All grade levels demonstrated positive growth. 3rd grade demonstrated the highest % of students who achieved targeted scores. 4th grade demonstrated the highest growth %. 1st grade demonstrated the largest jump in %.
 - ii. Goal Setting.
 1. Individual student achievement.
 2. Meet and exceed grade level readiness (college prep).
 3. Providing students and teachers opportunity to take practice tests.
 4. Creating a theme around state assessments that will support a positive test-taking attitude.
 5. Google hangout videos. Staff created motivation video.
 6. Collaboration with designated buddies and parent involvement.
 - b. Mid-Year Assessment Data – Review MS
 - i. I-Ready.
 1. Formed Data Teams at beginning of year.
 2. Review of Reading Scores, Math Scores.
 3. Interventions – work on more targeted for students.
 - ii. CMAS Preparation.
 1. Scheduled motivational and informational announcements.
 2. CMAS practice questions, constructed responses.
 3. Reteach targeted interventions.
 4. Longer-term planning.
2. SAC Parent Survey.
 - a. No changes from last year.

MOTION to approve the SAC Parent Survey 2018 to send out to the parent community.

Approved Unanimously.
3. Board Member Needs/Board Committee Discussion.
 - a. Committees: Athletics, Finance, Facilities, Fundraising, Outreach, SAC, Governance, Curriculum.
 - b. Skill set Board needs: Marketing, Brand Promotion and Strategic Partnerships; Academic; Human Resources; Development.

Adjourned

MOTION to adjourn meeting. Approved unanimously.

Meeting adjourned at 8:20 pm.