

Minutes / 5-20-19

Location: PASS

A. Attendance: Marcos Martinez, Nick Avila, Trish Brown, Raymond Macchia, Hannah Bussell

B. Approval of Minutes

1. Trish motion to approve minutes (6:18pm); affirmed unanimous

C. Approval of Agenda

1. Ray motion to approve agenda (6:18pm); affirmed unanimous

D. Public Comment

1. No public comment at this time

E. School Update

1. The WY-TOP scores were viewable immediately this year
 - a. PASS scored lower in science, but this is consistent across the district
 - b. We are happy with academic progress despite new teachers and students
 - c. Still a new school, lots of improvement is needed
2. NWEA MAPS – scores were much higher than WY-TOPPS
 - a. Format with Common Core is more challenging
 - b. WY-TOPP format requires students to walk through the problem, not all multiple choice so students can't fudge it
 - c. 8th grade is winner of the field trip, going to Great Wolf lodge as a reward
3. Soccer season with South is complete
 - a. Had a small group of students who participated
 - b. Didn't have as many people go out for the team as hoped
4. End of year activities
 - a. 6th grade performed their play as part of the performing arts
 - b. PODER elementary is more core centered while PASS incorporates more arts
 - c. Marcos believes that model is working
5. Summer school
 - a. Tutoring for 2 weeks at PODER Academy
 - b. Ray: why only 2 weeks? Isn't District summer school longer?
 - c. Marcos: PASS will offer full day for some students, depending on the sessions needed, other students will only need half day
 - d. PASS will use Grad Point for other credits to be recovered

F. Preliminary Budget Approval (19'-20')

1. Marcos: This is just a preliminary budget. It will get a more accurate in October and September as the bulk of expenses and student count day are finalized
 - a. Expenditures should be similar to last year except we are doubling our staff next year so that area will be higher
2. Ray: Is our average salary increase 7.5% per year?
 - a. Marcos: yes
3. Ray: Is PASS on state healthcare? The state plan is a lot cheaper and is offered to schools. PASS's current healthcare expenses are outrageous, should look into it
 - a. Marcos: PASS is currently on a private plan
 - b. We are not aware of a state option
 - c. Our current plan is the highest tier: includes most comprehensive services, pays for dependents, Afflact, dental, etc. We cover 100% of healthcare costs
4. Trish: For kids participating in LCCC programs, how is transport going to work with sports practices?
 - a. Marcos: each child is only allowed one class at LCCC
 - b. Classes wont be offered to everyone; ether concurrent enrollment or AP
 - c. Some courses will be held on-site by certified teachers at PASS, so no transport will be required.
 - d. Only a few students will be duel enrollment
 - e. School will provide a bus for them
5. Ray: phone expenses are very expenses
 - a. Avila: this includes network services, firewall, internet, phones, and maintenance
6. Hannah motion to approve preliminary budget (6:42pm); approved

G. PASS Financials Approval (March and April)

1. Marcos: sitting very pretty, budget is balanced
 - a. PASS shares certain costs with PODER which helps offset liability
2. Will go into the summer with over a million dollars in reserve, however, school will double staff next year so the costs will be higher
3. Ray: will there be any decrease in revenue?
 - a. Marcos: not that we project, we'll see what trickles down through the district
 - b. Depends on policy developments
4. Marcos: Revenue was much higher to date than what we budgeted for
 - a. Expenses are pretty even, pretty accurately estimated
5. Ray: where did the extra revenue come from?
 - a. Marcos: the school operates on a PPR formula that might change based on Title 1 and number of kids enrolled; we kind of underestimated the revenue
6. Ray motion to approve the Financials (6:46pm): affirmed unanimous

H. Executive Session

1. Trish motion to enter Executive Session (6:46pm); affirmed unanimous
2. Hannah motion to exit Executive Session (7:29pm); affirmed unanimous

I. CEO Salary Increase

1. Marcos has declined an increase at PODER, and proposes to add that increase to his salary at PASS in order to even out the budget
 - a. His total salary increase from both schools would be carried by PASS
2. Trish motion approve CEO salary increase (7:32pm); approved unanimous

J. Next Board Meeting

1. Thursday, August 29th (6:00pm) – PODER Secondary

Adjourn - Ray motion to adjourn (7:35pm);

Minutes / 3-18-19

Location: PASS

- A. Attendance:** Marcos Martinez, Nick Avila, Trish Brown, Raymond Macchia, Hannah Bussell
- B. Approval of Minutes**
1. Hannah motion to approve minutes (6:07pm); affirmed unanimous
- C. Approval of Agenda**
1. Trish motion to approve agenda (6:07pm); affirmed unanimous
- D. Public Comment**
1. No public comment at this time
- E. School Update**
1. Wy-Topp summative assessment – only one month away
 - a. Admin is feeling confident about student academic progress
 - b. Intensive tutoring will be mandatory for some students in the coming months
 2. College prep courses
 - a. School has developed 3 tracks to get college credit
 - i. Dual enrollment– college and high school credit, students will take math classes at LCCC
 - ii. Concurrent enrollment
 - iii. AP exam – students will take the AP exam at LCCC
 - iv.
 - b. PASS students will be done with core classes after the sophomore year
 3. School is projecting almost double enrollment for next year
 4. The hope is that facility upgrades will be complete in time for classes next year
 5. Trish: how will soccer/tennis conflict with college credit classes
 - a. Marcos: Juniors will have a class right before lunch or after, should not conflict with classes.
 6. Trish: When students miss school for games, will they be impacted?
 - i. Marcos: those students will need to make up that work, but will need to nevertheless complete the work by the deadline
 7. Students have been doing well in the chess program
 - a. State tournament went pretty well
 - b. PASS is not taking a team to nationals, school will need to channel money to new staff and facility costs

8. Trish – Will there be a volunteering program for students? Colleges usually look at this when considering applications
 - a. Marcos: we will have a person tracking college requirements who will also set up volunteer opportunities
9. This will be the last year for some students to be taking WY-Topp
 - a. Those students will now take the SAT / ACT

F. PASS Financials Approval (January 19')

1. Marcos: school will need to double the staff for next year
 - a. Budget will even out once grades through 12th grade are filled
2. Ray: Can you explain how a PODER employment contract differs from the District contracts?
 - a. Nick: PODER contracts are at-will, year-to-year contracts. Leave days are lower than the district. There is no collective bargaining agreement. However, employees get higher salary increases, top notch health care that covers the spouse, bonus incentives, and other benefits
3. Ray: why does the budget reserves seem so inflated?
 - a. Marcos: trying to shore up funds for next year, school will take on several ore liabilities and expenditures, (i.e. will need to hire our own SPED personnel)
 - b. District is peeling back services
 - c. Hannah: why are certain expenses being pealed back now?
 - i. Nick: perhaps due to change of understanding in District
 - ii. District may be seeing the surplus without seeing the surge in costs that are coming in the next few years
4. Trish motion to approve the financials (6:35pm): affirmed unanimous

G. Executive Session

1. Ray motion to enter Executive Session (6:35pm); affirmed unanimous
2. Ray motion to exit Executive Session (6:45pm); affirmed unanimous

H. Next Board Meeting

1. Monday, May 13th (6:00pm) – The Albany

I. Adjourn - Trish motion to adjourn (6:48pm); affirmed unanimous

Minutes / 1-7-19

Location: 2 Doors Down

- A. Attendance:** Marcos Martinez, Nick Avila, Trish Brown, Raymond Macchia, Hannah Bussell
- B. Approval of Minutes**
1. Hannah motion to approve minutes (6:11pm); affirmed unanimous
- C. Approval of Agenda**
1. Ray motion to approve agenda (6:11pm); affirmed unanimous
- D. Public Comment**
1. No public comment at this time
- E. School Update**
1. MAPS testing is done; Admin team will now use this information to determine who needs tutoring
 2. PASS will look to collaborate with the South soccer program, hopefully they can host a team of our students
 3. First ever Drama course at PASS is going to start this semester
 - a. This course will fulfill the state standards
 - b. There will be a performance (school play) at the end of the year
 4. Additional curriculum will be added: Sex Ed
 - a. Students will be able to opt out
- F. PASS Financials Approval (November 18')**
1. Ray: Why was revenue so low for the month?
 - a. District takes out their expenses (transportation)
 - b. Does this on a quarterly basis
 - c. Main payment wasn't received until December
 2. Hannah: What are classified salaries?
 - a. Certified salaries include teachers
 - b. Classified salaries include everyone else
 3. Marcos: PASS should finish the year with a healthy fund balance, roughly \$700,000
 4. Ray motion to approve the financials (6:24pm): affirmed unanimous
- G. Charter renewal**
1. Admin team will need help with process
 2. Need letters of support
 3. Need to push for longer contract: currently proposed by the District for 2 years

- a. This is very tough on the school, the leadership team is consumed with the application
 - b. Standard practice around the country is 5 years, especially for a school that has been operating for any give time
 - c. Application process is very lengthy
4. Other concern is with the Chapter 29 requirements that require the evaluation of admins according to a framework approved by the state
 - a. This creates a problematic precedent for charter schools

H. Executive Session

1. Hannah motion to enter Executive Session (6:46pm); affirmed unanimous
2. Hannah motion to exit Executive Session (7:02pm); affirmed unanimous

I. Next Board Meeting

1. Monday, March 4th (6:00pm) – PASS

J. Adjourn - Trish motion to adjourn (7:04pm); affirmed unanimous

Minutes / 11-8-18

Location: PODER Secondary

- A. Attendance:** Marcos Martinez, Nick Avila, Trish Brown, Raymond Macchia, Hannah Bussell
- B. Approval of Minutes**
1. Hannah motion to approve minutes (6:07pm); affirmed unanimous
- C. Approval of Agenda**
1. Trish motion to approve agenda (6:07pm); affirmed unanimous
- D. Public Comment**
1. No public comment at this time
- E. School Update**
1. Front Office ladies have been decorating the PASS facility to add some character
 2. Wy-Topp interim testing is coming up
 3. Enrollment at PASS is now at capacity in order to keep the class sizes small, allows the school to focus on the students that we have
 4. Chess team is starting their tournaments for the season
 5. Teachers are getting into nuts and bolts of their curriculum
 6. Not sure why PASS was given the rating of “meeting expectations” as opposed to exceeding expectations
 - a. Majority of other schools across district did not meet expectations
- F. PASS Financials Approval (July & Aug 18’)**
1. Budget is healthy, approaching a 1 million dollar balance
 2. Board should be aware that school has a fund balance dip after summer because no funds are received during that time
 3. Hannah – what happened with the transportation issue?
 - a. Nick – may have found a way to help offset that deficit
 - i. Will explore whether majority of bus costs can be charged to PODER
 - b. Hannah – Will PASS ever be reimbursed?
 - i. Marcos – PASS will never be eligible for reimbursement unless statute changes,
 - ii. As of now, school will lose about 50 thousand dollars that was not anticipated
 4. School is fully staffed at this point
 5. Ray motion to approve the financials (6:27pm): affirmed unanimous

G. Audit Review

1. Marcos: there were significant no findings, audit went very smooth
2. Ray: school went with new auditor?
 - a. Marcos: yes, other firm was twice as much with a possible conflict of interest with the LCSD #1
3. Marcos: Board can take audit home for further review if need be, and vote to approve at the next meeting
 - a. Hannah: Board is comfortable approving now
4. Hannah motion to approve the audit (6:31pm) affirmed unanimous

H. Executive Session

1. Trish motion to enter Executive Session (6:32pm); affirmed unanimous
2. Hannah motion to exit Executive Session (7:01pm); affirmed unanimous

I. Next Board Meeting

1. Monday, January 7th (6:00pm) – tentatively Sanfords

J. Adjourn - Ray motion to adjourn (7:21pm); affirmed unanimous

Minutes / 8-27-18**Location: 2 Doors Down**

- A. Attendance:** Marcos Martinez, Nick Avila, Trish Brown, Raymond Macchia, Hannah Bussell
- B. Approval of Minutes**
1. Hannah motion to approve minutes (6:25pm); affirmed unanimous
- C. Approval of Agenda**
1. Hannah motion to approve agenda (6:25pm); affirmed unanimous
- D. Public Comment**
1. No public comment at this time
- E. School Update**
1. PASS students are playing Varsity sports at South High School
 - a. South is allowing our kids to red shirt
 - b. Trish: kids are doing fantastic, had reservations at first, but things are working out well, Fletcher is fitting in nicely
 - c. Torisha is only varsity girl player
 - d. Marcos: We want to offer more soccer activities
 2. NWEA MAPS
 - a. Scores look good
 - b. About half the students at PASS are new students
 - c. Returning students score higher on average
 3. New legislation – will cut transportation reimbursement for PASS
 - a. Based on a new 3-year rolling average
 - b. PASS has not been in existence for long enough to qualify according to the District
 - c. Admin team may need to cancel a variety of programs as a result
 - i. Chess Nationals trip may get cancelled
 - ii. Winter School may get cancelled
 - d. PASS attorney Tim Kingston wrote a legal analysis in opposition that was submitted to LCSD 1 Superintendent
 4. PASS is a bit under-enrolled
 - a. Seeking parent input as to what can be improved at the school in order to boost student enrollment

- i. Hannah – PASS is school of choice so kids can easily opt out if they do not like a teacher. This is tough for retention.
 - ii. Trish – some kids don't like the uniforms or assessments every week
 - b. Avila – this year we have been working with teachers and learning how to better work with this age group
 - i. Perhaps construction was an issue for parents last year
 - ii. Also had a lot of transition to a new building
 - iii. Not a lot of square footage outside for activity, this may have played a role
- 5. Education Conference in Denver (October 10th – 13th)
 - a. Board is invited
 - b. Transportation and lodging will be provided
 - c. It is a conference on rural education
 - i. There are workshops that may be relevant to the Board

F. Bylaws Revisions

- 1. Avila proposed a series of by-laws revisions to ensure the document remains compliant and updated
- 2. Board visited each proposed revision last meeting and approved and/or amended those revisions
- 3. Board will now vote to adopt the final draft with revisions
- 4. Hannah motion to adopt the proposed draft of By-Laws (6:48pm); affirmed unanimous

G. PASS Financials Approval (June and July / 18')

- 1. Budget is healthy
- 2. PASS is still on an October count funding model
- 3. Facing a major hit if transportation funding is slashed
- 4. Ray: why the difference between the budgeted and actual revenue?
 - a. Marcos: New legislation led to additional funds owed
 - b. Actual expenses pretty close to budgeted expenses
- 5. Trish motion to approve the financials (7:08pm): affirmed unanimous

H. Chair vs. Vice Chair

- 1. Avila: Board will need to hold Officer elections every year in August
- 2. Ray motion to elect Trish as Chair and Hannah as Vice Chair (7:18pm)

I. Executive Session

- 1. Hannah motion to exit Executive Session (7:19pm); affirmed unanimous
- 2. Hannah motion to exit Executive Session (7:29pm); affirmed unanimous

J. Next Board Meeting

- 1. Thursday, October 18th (6:00pm) – PODER Secondary

K. Adjourn - Trish motion to adjourn (7:31pm); affirmed unanimous