

# Carbon Valley Academy Meeting Minutes

Monday, August 29, 2005

Called to Order at 6:40 p.m.

Adjourned at 9:30 p.m.

## **Attendees:**

**Board Members** – Anne-Marie Nichols, Monique Miller, Liz Alvarez, Stephanie Kajcienski, and Tony Carey

**Principal** – Chad Auer

**Visitors** – Annette Riesel (SchoolStart), Megan Auer, Angela Miller, Jim Miller, Lynn Martin, Jenny Martin, Brenda Wagner

## **Motions Approved:**

1-Approval of meeting minutes for August 22, 2005

Moved by Tony, seconded by Monique

Votes: AM – yes, Monique – yes, Liz – yes, Stephanie – yes, Tony – yes

2- Motion to allow children under 18 to volunteer with prior permission and parental supervision. The children's volunteer hours will count towards their family's commitment

Moved by Tony, seconded by – Monique

Votes: AM – yes, Monique – yes, Liz – yes, Stephanie – yes, Tony – yes

## **Changes to the Agenda:**

- Playground Action Item
- Add Budget Report

## **Public Comment on Non-Agenda Items:**

- Angela Miller asked that the volunteer policy be revised to include children. The board will amend the policy to include children's volunteer hours as part of their family's volunteer commitment.
- Pick up situation – Our goal is 15 minutes from 3:05 (children lined up at the staging area) to 3:20. The latest you can pick up your child is 3:25pm. Chad will work on the fire/emergency access.
- Fundraising Idea – Try to run a read-a-thon at \$10.00 per kid
- Volunteer that will donate trees and sell us the sod at cost.

## **Reports:**

### **Playground Committee Report:**

- Megan showed the board several ideas for used and donated playground equipment. Megan will have her parents check out the used equipment in Colorado Springs that is being auctioned on eBay. If the board feels it's worth doing, Tony will place the bids on eBay on behalf of the school.

### **Building Report:**

- Fence is almost finished
- Minor maintenance issues still need to be fixed (one smoke detector, two roof top units)
- Security system is fully implemented.
- Tony is programming the keys for the teachers.
- Phones are all operational.

### **Principal's Report:**

- Commendations to the teaching staff who have been very responsive and proactive about all aspects of a new school and to the kids who have been great and very attentive
- Next step for Chad and staff is to put together a metrics report on items such as: attendance, principal office visitors, academic progress by content area, student, grade, parent survey data, etc. This report will contain data that will be used to evaluate school and teacher performance.
- School Accountability Committee – Chad has the template and the basic information to get this committee started. That committee is full with the exception of one community member that is not affiliated with CVA.
- Colorado Virtual Academy – would like to rent our building during our spring break to administer their CSAP testing. \$300-\$400 per day. Per Tony, no insurance/liability concerns.

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- CDE Choice Units has meeting every few months for School administrators and board members. Chad will forward this information to the board members and advises that we try to attend.
- Cesar Chavez charter school in Pueblo is a model school nationally recognized. Field trip for the board/staff to visit and learn from their success. Annette suggests that this is a great opportunity to do a board retreat and training on legal issues, fiduciary duties and responsibilities, etc. SchoolStart will help us with this.
- We continue to work with the YMCA to make this partnership successful
- Preschool program started today. Everything going well.

## **Budget Report:**

- Our budget is based on 270 fully funded pupils. Today we have 249 students and need 20 more.
- Spots available in afternoon kindergarten (5), in third grade (2) and in fifth grade (11). We are expecting new enrollments to come in after Labor Day. The board will to start recruiting efforts after seeing the revised numbers.

## **New Business:**

### **Grant Writing:**

- Anne-Marie is heading up the grant writing effort, and is keeping track of all the grants we've applied so far and the ones we need to apply for in the future.
- Anne-Marie will also write up a grant writing policy so we have parents and teachers writing appropriate grants under the supervision of the board.
- Annette will write the CDE grant.
- Parent Lora Atkinson has asked to write the Daniel's Fund grant. However, our SchoolStart consultants have contacts at the Daniel's Fund and will look into writing the grant instead.

## **Old Business:**

### **Milk and lunch program:**

- Milk vending machine is not profitable
- Stephanie working out the details on having Dominos deliver pizza to the school including pricing, volunteer needs, etc.

### **Fundraising:**

- Stephanie updated the board on what the fundraising committee is working on.
- Anne-Marie asked about having an Osborne book fair. The board asked her to look into which would be more beneficial to the school, Osborne Books or Scholastic.

### **Volunteer Committees:**

Anne-Marie asked that the board liaisons remind their committees about the volunteer policy – posting upcoming meetings notices, writing meeting minutes, and that they work on an advisory basis only.

### **Next board meeting:**

- The next meeting will be on Monday, September 12th, 2005.