

Carbon Valley Academy Meeting Minutes

Monday, March 20, 2006

Called to Order at 6:32 p.m.

Adjourned at 8:35 p.m.

Attendees:

Board Members – Tony Carey, Merrie Harper (absent), Dustin Jones, Stephanie Kajcienski, Wes LaVanchy, Monique Miller, Anne-Marie Nichols

Principal – Chad Auer

Visitors – Linda Ramey (Fundraising Committee), Teachers: Kathy Stephen, Christie Villano

Motions Approved:

1-Approval of meeting minutes for 3/1/06

Moved by Tony, seconded by Monique

Votes: Tony – yes, Merrie – absent, Dustin – abstain, Steph – yes, Wes – yes, Monique – yes, AM – yes

2-Approval of Consent Agenda

- none

Changes to the Agenda:

- none

Public Comment on Non-Agenda Items:

- none

Recognition Thank You's:

- Randi Street donated \$300 of paint for the Wizard of Oz production

New Business:

Golf Tournament Committee:

- Haselden's participation is unclear at this moment, so we need to be prepared to handle organization and logistics as well as fundraising and soliciting sponsorships.
- Need fliers and press release to go out as soon as possible.
- Linda Ramey will ask the Fundraising Committee to help solicit sponsorships.
- Per Wes, we should approach the Carbon Valley Chamber of Commerce about sponsorship. Also, since CVA is a member, we may have access to their database of local businesses and a template to solicit sponsorships.
- Chad will look into hosting an evening event with the Chamber to get their buy in to the tournament.

Construction Update:

- Tony is 80% sure that Haselden will organize golf tournament as it looks like they will be doing CVA's construction as planned for summer 2006.
- Looks like we can do everything but the bathrooms and get a one-year code waiver to do them in summer 2007.
- Interest in financing building purchase from local banks.

Credit Card:

- The school will be getting a credit card to take advantage of one day sales, make purchasing more immediate, etc. It will have a low limit. Chad and Tony will be authorized to use it. The bill and receipts will be checked by the office manager and our CPA.

Fundraising Committee – Yearly Recap:

- Linda Ramey presented the board with the breakdown of how much was raised at each of the events CVA participated in from Miner Days to the silent auction.
- Almost \$5000 was raised this year through their efforts.
- Linda asked the board how we felt about doing other fundraisers. The board felt that our only fundraiser this year (2006) – besides book fairs and any individual classroom fundraisers – should be the golf tournament.

Carbon Valley Academy Meeting Minutes

Monday, March 20, 2006

- Linda said the Fundraising Committee will help with the golf tournament.
- Linda asked about CVA having a PR presence at the town fairs (no fundraising) this summer, such as our students participating in parades at Miner Days, Fiesta Day, and 4th at Firestone, or submitting pieces for the art show in Frederick, etc. She will meet with her committee and see who is interested.

End of School Year Celebration:

- Field Day is planned for May 30. End of school year is June 1.
- The board discussed having an event to celebrate our inaugural year. Chad will figure out dress code, theme, and logistics for an end of year (after school) party.

Volunteer Appreciation Week:

- Volunteer Appreciation Week is April 23-29, 2006.
- Part of the goals and objectives for the Volunteer Committee (volunteer coordinator Shannon Barton and board liaison Anne-Marie Nichols) is to recognize volunteers during this week.
- Chad will have the students make posters for the halls to show appreciation.
- The board discussed how the school will recognize our volunteers, especially outstanding ones. It was decided to have a "Volunteer Appreciation Lunch with the CVA Board" event for our volunteers who've done above a certain level (100 or 200 hours). Shannon and Anne-Marie will be meeting and updating the volunteer logs to see what level is appropriate.
- Wes will look into who catered Valley Bank's reception.
- The board felt it would be more appropriate to recognize all our volunteers at an awards assembly at the end of the year celebration.
- The volunteers who have gone "above and beyond" will be recognized with President's Volunteer Service Awards (CVA is now a Official Certifying Organization) at the various levels dictated by the organization.
- All volunteers who've met their basic commitment will be given a certificate of merit.
- Teachers will also have the opportunity to recognize their special volunteers at the awards ceremony.

Ben Steadman Response Plan:

- Chad has been working with various law enforcement officials, local clergy, hospice, and emergency response officials to plan on how we will support our students, staff and families during times of emergencies – everything from the death of a student, to a local tragic accident, to a major disaster.
- Chad has created a team that's "on call" – clergy, local safety officials, psychologist, etc. Chad will be the point person who puts the response plan in motion.
- The emphasis will be in keeping things normal and routine, yet helping our students, staff and families.
- Chad has put together a booklet called "Helping Hands" with information on how to talk to your kids, what to look out for, etc.
- The board wants to make sure that Mrs. Stephen has all the support, tools, etc. she needs to deal with Ben's passing.
- Chad will contact the YMCA to see what help they can provide.
- Once the plan is finished, Chad will offer it and the process to other charter schools.

Enrollment:

- CVA has 160 on the March waiting list. This will grow after the April lottery.
- Increase class size to 25 students. This is o.k. with the school district.
- Code variance with construction – needs to be 23 to a room.
- Waiting list will be put on the next agenda – policy on when to join. Chad will look into federal guidelines.

Financial Audit:

- Wes is looking into firms to do the school's financial audit.

Next Board Meeting – April 10, 2006

Carbon Valley Academy Meeting Minutes

Monday, March 20, 2006

Board packet:

- CVA Virtual School Pilot Program document
- School Start report
- Minutes 3/1/06
- Principal's Report
- Bursar's Report
- Yearbook Committee Update
- Book Fair Committee Update
- School brochure artwork
- Volunteer Appreciation Week Plans
- Lunch Program Update
- Charter School Conference – please see http://www.coloradoleague.org/board_retreat_06.htm
- Ben Steadman – please see <http://www.longmontfyi.com/Local-Story.asp?ID=6713> and <http://steadman.blog.com/>