

Addenbrooke Classical Academy

Board Meeting Agenda

September 14, 2021 at 5:00 PM

The board will meet in workshop session at 5 PM (no votes taken) and then move to a regular business meeting (votes taken) at 6 PM.

Location: 3605 S Teller St., Lakewood; 3rd floor of new high school campus (in-person and Zoom)

Zoom Link: <https://us02web.zoom.us/j/85345273450>

I. Call to Order

- a. Welcome guests
- b. Pledge of Allegiance
- c. Roll call
- d. Public comments – 3 minutes per person
- e. Board announcements
- f. Approval of agenda

II. Consent Agenda

III. Reports (in writing only, unless there are questions)

- a. Executive Director
- b. Principals
- c. Finance Committee
- d. School Accountability

IV. Board of Director Action Items

- a. Consider second reading adoption of Board of Directors Agreement
- b. Consider second reading adoption of 2021 ACA Board Manual 090621
- c. Notice of vacancy for three board positions
- d. Consideration of first reading and emergency adoption of a board appointment procedure (Policy 3.12)
- e. Board interview of potential board candidate.
 - Motion to appoint ____ to a seat on the Board for a term ending ____.
- f. Consideration of first reading of AY2022 Strategic Plan

V. Executive session (Chris add more here)

VI. Recognition

VII. Adjournment



Dear Board of Directors,

We are off to a good start. Our students seem to be settling in well on both campuses and our faculty and staff are happy to be back with students, truly a winning combination. I have been present at the PreK-8 carline almost everyday since the beginning of school. The administrative and safety teams tweaked both the dropoff and pickup schedules, the process is getting better with each passing day. My heart is touched as I watch the young students come popping out of their cars in the morning ready to get after the work laid before them each day. The staff at the elementary school do a soft start, which means that students can begin doing board work upon arrival in the morning, a great structured way to begin the day. The preschoolers are learning to walk in lines and follow instructions.

Our current enrollment for both campuses is 825. Our financial team budgeted for the 2021/22 school year based on 890 students with the full PPA. We are looking at a significant shortfall for this year. Please see the financial report also attached. We still have government Esser funds available to help us with lost instruction time however, those funds are already reflected in the budget. There have been problems with the Enroll Jeffco sight, we actually thought that our enrollment numbers were higher. The shocking news came as classroom numbers were being checked room by room. Thank you to Ericka Horton and Amber McMaster for their methodical work to get the numbers straightened out.

The Board training took place on Saturday August 28th. The board was introduced to the significance of the Capstone Project and the trickle down that is going to take place with our 5th and 8th graders in future years. The board began the strategic planning process and set up a dashboard for the Executive Directors evaluation. We also discussed the process for adding board members.

As part of my promise to build unity and support for our students, I have attended Soccer games and Volleyball games. I also presented briefly at the K-8 open house and will present at the High School Classical Education night. I have met with the Kindergarten teachers and the Literature teachers at the High School. They are positive about where they are teaching. I encouraged both teams to plan together. Our kindergarten teachers planned together and even shared the presentation at our open house. At the High school, our teachers will plan vertically by content area and are looking toward planning from K-12. Significant studies show that when grade levels and content areas plan together, students excel and test better.

Some parents are growing weary of the JCPH order concerning masks and we are trying to have all remember the ultimate goal of keeping our students in school.

Mrs. Lamgo and I have completed at least one round of Environmental Walkthroughs with each teacher. For the most part teachers have had learning objectives posted on a whiteboard or bulletin board and they have started their teaching with a great Anticipatory set. They have seating charts and have learned almost all of their student names.

Mrs. Spencer and I will begin our environmental walkthroughs within the next week at the elementary and middle schools. Map testing begins next week. Weekly meetings with the Administrative team will be on Monday's at 8:30 AM. It is our plan that every other week we will meet to include the assistant principals at the main building and the High School.

Respectfully submitted,

Ric Netzer

Wednesday, September 8, 2021

Strengths:

1. Open house and PACS meet and greet on the field was well attended and will take the place of the Clement Park Picnic in the future.
2. First Assembly, on the field several families also attended. We set the norms of behavior.
3. Parent Back-to-School Night was a huge success, the middle school did a presentation for the first time and that was very well received. It was great to have Ric at this event and welcome parents, it is the first time that the Executive Director has been present and it set a great tone.
4. The car-line has been adjusted and we are now getting kids in with a clear line by 7:45 am and out by 3:30 pm.

Concerns:

1. Enrollment is down from what is needed, we lost several students after the masks mandate changed. We may want to consider starting prior to neighborhood schools in the future, this would allow for us to check out numbers and make offers before the neighborhood schools start.
2. Several books and curricular items have not been delivered. Covid has impacted this as well.

Opportunities:

1. Next week the 2-8 will take MAPS. We have also reintroduced our benchmark testing for writing using our virtues of the month to guide the prompts. CoGAT for 2nd grade will happen the last week of September, we noticed that our Gifted population was being under-identified so we have created a document to share with the Directors from the District.
2. The team of teachers has really rallied and worked together to start strong.

Celebrations:

1. Car-line is starting to be less of a hazard and tomorrow is exactly 2 weeks.
 2. Parents are coming back to the building and volunteering.
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BOD High School Update- Sept. 2021

Class numbers:

Freshmen- 51

Sophomores- 55

Juniors- 42

Seniors- 38

9 students attending Warren Tech

55 students taking Concurrent Enrollment courses

Fall classes offered:

Literature: Classical Lit, British Lit, American Lit, Senior Rhetoric

History: Classical & Biblical World, European History, US History, Government

Math: Algebra I, Geometry, Algebra II, Statistics

Science: Biology, Chemistry, Anatomy & Physiology, Physics

Foreign Language: Latin I, III, Spanish I, II, III

Music: Choir, Orchestra

P.E.- P. E., Weights

Art: Ceramics, Creative Art

Personal Finance- Junior elective

Public Speaking- Junior elective

Piano- Senior elective

Two fall concurrent courses offered on campus:

ART 110

MUS 120

We have had a great start to the year. Students were able to get class materials the first week and began covering content in earnest last week.

We have three sports teams competing this fall. Boys Soccer- 0 and 3, Girls Volleyball- 6 and 2, And Boys and Girls Cross Country.

Sydney Weiss has resurrected Student Government. They are planning the food truck days and other social events. We have scheduled a Homecoming Dance for Saturday, Sept. 25, which we will hold on the soccer field so kids can go without masks.

Sydney has also secured tickets for the whole student body to attend "A Christmas Carol" downtown at the DCPA on December 1. She also has a handful of students who will audition for All-State Choir this year and has our Mustang Choral participating in a choral festival at Metro State on Nov. 5.

Because we have several new teachers, Ryoko Brown and Keri Rupp are sharing instructional coaching duties. Charlie Rienhoff, our new AP / Counsellor has two colleges scheduled to present to our students, Providence Christian College on Sept. 21, Hillsdale College on Sept. 28, and a Marine Recruiter is coming on Sept. 9.



3940 S. Teller St
Lakewood, CO 80235
Phone: (303)989-1336

September 8, 2021

Preschool Operations

Our preschool currently has 27 students enrolled for the 2021/2022 school year. We have two early childhood teachers and one director. We can have a max of 32 students with the staff we currently have. We started the school year off full but have had a few students that never showed up, one that left due to masks, and one that needed more support than our school could provide. My sense is that the pandemic is still influencing enrollment numbers. I have talked to many families that have been on the fence about enrollment but feel due to higher infection rates they would prefer to wait. We have increased our enrollment numbers from last year, which was a max of 20 students. We will continue to pursue further enrollment until we reach our ratio capacity of 32.

We are currently piloting a new program this year. Our pilot program is a class of all four-year-olds. Our goal this year is to evaluate if a group of all four-year-olds benefit academically and socially from a group of same aged peers. We will compare their assessment data to prior years (from mixed age groups) to determine if there is a greater benefit to splitting up students by age. We are also working on creating a formal kindergarten transition process for our four year old students.

Our preschool is excited to announce that we won the summer reading program and will receive a \$900 check from Jeffco Public Library. With the passing of the CARES Act earlier in the year, early childhood centers should be receiving additional grant funding later in the year. Last year we received \$9,075 and they anticipate it being similar for this school year.

After Care Operations

There has been an extreme increase in demand for after care this year. In a typical year we have 18-25 after care students on any given day. This year we have over 45 students wanting after care. We started the school year with two after care ECE teachers and hired two after care TA's. One week before school started we lost both ECE staff members. Currently the preschool teachers are staffing after care, with one preschool teacher working each day. Due to this we are limited to 20-25 students for the month of September, with the other students being on a waitlist. We have posted the job and had a few candidates. We have not been able to hire someone at this point, as they either don't return our call or follow up after an interview. We are looking for additional places to post the job. Across the ECE field right now there seems to be a shortage of qualified and willing applicants. We have applied for a grant (on 8/31/21) through the Triad Early Childhood Council for a \$1000 hiring bonus for this position.

Addenbrooke Fall Sports Update

Volleyball: Varsity is 7-2 and start league play on Sep 22. We hosted a Varsity and JV tournament that went very well. We finished 2nd in our Addenbrooke Ambush Tournament. JV is 3-4 at this point in the season. We have 7 new freshmen that have joined the program which is fantastic and they have come so far in the first few weeks.

Cross Country: They have run in 2 meets so far and have had good showings. Coaches say they progress each day and get faster every meet. They have another one coming up this week.

Boys Soccer: We have a new Coach, Sarah Cervenka who is a great addition to our coaching staff. They are 0-5 but she plans to turn this program around. They are getting better and more knowledgeable about the sport every game.

MS Sports: We have 47 athletes in our middle school fall sports programs. This is a great number coming off a year with no middle school sports. Only volleyball has played a game and they are 1-0 for A and B team. Soccer gets started this coming week with their first game on Wednesday. Cross country had their first meet this past Friday and the kids did great considering the heat factor.

Covid Testing: Our non vaccinated high school athletes and coaches will be tested each week per Jefferson County health order.

PPR: \$8,760.91 per student



	<u>Budgeted FTE: 890</u>	<u>Current FTE: 825</u>
REVENUE		
Resale	\$28,000.00	\$28,000.00
Fund Raising	\$8,000.00	\$8,000.00
Prop Tax-Mill Levy Override	\$1,532,580.00	\$1,425,816.00
Earnings on Investments	\$0.00	\$0.00
Revenue Other	\$14,000.00	\$14,000.00
Fines	\$500.00	\$500.00
State Revenue - Other	\$267,000.00	\$248,400.00
Exceptional Children Revenue	\$80,000.00	\$80,000.00
State ELPA Revenue	\$7,000.00	\$7,000.00
Transfer	\$7,713,781.30	\$7,254,033.48
Fees/Dues	\$170,000.00	\$170,000.00
Tuition from Individuals	\$194,850.00	\$194,850.00
Field Trips	\$38,000.00	\$38,000.00
Donations	\$3,500.00	\$3,500.00
	<u>\$10,057,211.30</u>	<u>\$9,472,099.48</u>
EXPENSES		
Salaries & Benefits	\$5,820,099.48	\$6,011,863.22
Purchased Services	\$2,000,687.50	\$2,000,687.50
Materials & Supplies	\$440,675.00	\$440,675.00
District Services	\$1,009,004.00	\$938,721.00
	<u>\$9,270,465.98</u>	<u>\$9,391,946.72</u>
Estimated Revenue	\$786,745.32	\$80,152.76

** Two Capital Expenditure projects are not reflected in the expenses due to invoices not having been paid yet:

- 1) Roof Replacement ≤ \$100,000
- 2) K8 Security System Upgrade ≤ \$95,000

Appendix I: Understanding the Role of School Accountability Committees in Charter Schools

Are charter schools required to have School Accountability Committees (SACs)?

Yes, the requirements of the Education Accountability Act of 2009 apply to *all* Colorado public schools, including charter schools. For more information about the requirements of the SACs, please see 1 CCR 301-1, available on the web page for the Education Accountability Act:
<http://www.cde.state.co.us/scripts/reforms/detail.asp?itemid=623952>.

What is the relationship between a charter school's governing board and its SAC?

Charter schools are administered and governed by a governing body in a manner agreed to and set forth in the charter contract. Colorado law allows the State Board to waive for charter schools many of the state requirements and rules promulgated by the State Board, which includes statutory and regulatory requirements of the Education Accountability Act of 2009. Charter Schools authorized by the Charter School Institute may not waive any statute or rule relating to the creation of and membership requirements for SACs (see section 22-30.5-507(7), C.R.S.), but they can seek waivers from section 22-11-402, C.R.S., concerning the *duties* of the SAC.

Charter schools may choose to have one or two members of their governing body serve on the School Accountability Committee in order to complete any of the required duties of the SAC. Alternatively, governing boards may establish both a SAC and Finance Committee that report to the governing board on all tasks that are delegated to them, including making recommendations for the school's improvement plan and making recommendations on school spending priorities.

In the past, school advisory councils were not required in any school that had in place, prior to 2000, a committee or council that performed the same duties as were outlined in law. Does that grandfather clause still apply?

No, the grandfather clause was removed from legislation with the passage of the Education Accountability Act of 2009. The duties for SACs are outlined in 1 CCR 301-1, section 12.0, which can be located on the Department's Web site:
<http://www.cde.state.co.us/scripts/reforms/detail.asp?itemid=623952>.

How are members of the SAC selected?

The Education Accountability Act of 2009 indicates that local school boards and the Institute must determine the actual number of persons on SACs and the method for selecting the members of the committees. (See section 22-11-401, C.R.S.) For charter schools, local school boards or the Institute may delegate these responsibilities to the charter school governing board, or negotiate an arrangement in the charter contract. Ultimately, it is the charter school's authorizer that determines how a school implements its SAC.

Sample Questions for Board Members to Ask Potential Director Candidates

- What makes you the best person to fill this open seat?
- What does the mission statement mean to you?
- Will you commit to attending all board meetings, whenever possible?
- What subcommittee would you be interested in serving on?
- Do you have prior board experience?
- If a problem to occur with your child's teacher, how would you address that?
- What does the mission statement mean to you?
- What are the key reasons for charter schools to exist?
- What do you believe is the most important characteristic of charter schools and why?
- When and under what circumstances would you want to meet directly with the Executive Director?
- What is your personal educational philosophy? What shaped those beliefs?
- What indicators would tell you when ACA is successful in implementing the mission with fidelity?
- What role should the Jeffco school board play in our work as a board?
- Which are the good schools you watch in Colorado?
- How would you handle a conflict with a board member?
- What information do you need to feel like you are making good decisions?
- What should ACA be doing to ensure it is a good neighbor in the community?