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**Mission Statement:**

*Create a safe, positive environment that fosters intellectual curiosity and a thirst for discovery where students and staff succeed through exceptional programs*

**BOARD OF DIRECTORS SPECIAL MEETING Minutes**

January 3, 2017 at Banning Lewis Ranch Academy

**1. Call to Order**

1.1. Meeting was called to order by Deann Barnett at 6:35 p.m.

**2. Roll Call**

2.1. Board Members: Deann Barnett, Nicole Book, Treasure Davis, Alison Hayward, Gwendy Hartsell, Krisell Creager-Lumpkins

2.1.1. Present: Deann Barnett, Nicole Book, Alison Hayward, Gwendy Hartsell

2.1.2. Absent: Krisell Creager-Lumpkins, Treasure Davis

**3. Welcome, Pledge of Allegiance**

**4. Approval of Agenda**

4.1. Addition of an Executive Session

4.2. Addition of an Executive Session

4.3. Nicole Book moved to approve the amended agenda, Alison Hayward seconded. All approved

**5. Approval of the Minutes**

5.1. Approval of the November Special Meeting

5.1.1. *Attached Special Meeting Minutes 12-6-2016*

5.2. Nicole Book moved to add the Executive Session, Alison Hayward seconded. All approved

**6. Public Comment-Speakers are limited to 3 minutes and must sign in at the beginning of the meeting.**

6.1. No comments

**7. BLRAF, Fundraising and Marketing Updates Representative: Heather Zambrano**

## Foundation update: December Foundation meeting canceled

- 1) Community – Jill and Aric
  - a. Land sharks would like to move the Falcon runs to our property
  - b. Was asked to consider sitting on Land sharks board of directors
- 2) Development - Krisell
  - a. FCBC \$250k – money deposited in December 2016
  - b. Banning Lewis – Foundation proposal request/community shared facilities (TBD)
    - i. Received a shared space usage agreement from D49
    - c. Double the Donation – \$299 for one year, on website
- 3) Events – Gwendy
  - a. BLR Santa Sprint – 145 registered as of 12.6.16
    - Great media coverage and pictures online
  - i. BL included an ad emailed to 2800 realtors in the CSREJ
  - ii. Media coverage from PR
  - b. BLRA Boots and Lace – 2.24.16 6-10 pm
    - i. Corporate Table - \$1500 (Emails sent 1.2.17)
    - ii. FB sponsored ads live 1.2.17 for 10 days
    - iii. Rich Schur – Auctioneer booked
- 4) Financial – Tony
  - a. Thank you for donations – cards sent
  - b. 2016 Tax letters sent to donors 1.9.17
  - c. Balance of 1.3.17: \$258673.02
  - d. Expenses: ED bonus, BLRA Boots and Lace Party
- 5) Enrichment – ED
  - a. Reading Tools for the middle school staff
  - b. CS Philharmonic free for kids and philharmonic kids (Peter Jones and Todd)
- 6) Other – ED
  - a. Thoughts on gaps and added focus for 2017

## Marketing update:

- 1) Rob created an electronic for enrollment nights – drop down box to track sources so we know what is working
- 2) DCO came in early December for a photo shoot – Shannon escorted us around
- 3) Website will be shared on 1.5.17, staff and board will have until 1.9 to test, intention is to go live by 1.12
- 4) App report from Bluetree – Since 2013 Apple 1015, Android 550 = 1665, Since Feb 2016 we have 861 active users, heavy use in April, July, October
- 5) Direct Mail piece being designed by DCO – front 1.12 and back is 1.26 info, will drop by 1.5

- 6) FB ads began 1.2 for enrollment night 1.12
- 7) Contact all heads of charters with Eric's help – TBD next steps, would like to meet with teams prior to 1.12
- 8) 1.28.17 Villa Sport annual school expo
- 9) Banner for events, fairs being designed and will be here by 1.28
- 10) Redo on Banning brochure – sent to admin team 1.3 (see sample)
- 11) Lottery official – request in to Rich Schur
- 12) Enrollment open house events:  
 January 26: Financial Strategies for Addressing College Costs hosted by T. Rowe Price and the Banning Lewis Preparatory Academy  
 March 9: College Scholarship Information Night hosted by \_\_\_ (e.g. College in Colorado) and the Banning Lewis Preparatory Academy
- 13) TICA, RMCA, and PPSEL 8th graders – (TBD)
- 14) Relocation Magazine – partner with BLR (TBD)
- 15) Krisell and I met with the school liaisons from Ft. Carson and Peterson, they have our collateral and will be coming in to tour our school in 2017
- 16) New Falcon Herald ad for Jan/Feb/March in the education section
- 17) Enrollment info as of 12.20
  - a. 381 on list

Meetings/Networking:

- 1) 1.4 TRP will be on site

Dates to remember:

- 2) 1.12 Enrollment Night
- 3) 1.26 Distinguished Speaker Series – T. Rowe Price
- 4) 2.24.17 at 6 BLRA Boots and Lace Barn Party

**8. BLPA Program Updates and Timeline Discussion Representative: Todd Morse**

- 8.1. Reviewed Program Development Timeline – Looking in good shape

**9. BLPA Construction Update Representative: Chuck Shaw**

From: Chuck Shaw  
 To: BLRA Board of Directors  
 Date: 1/3/2017  
 Subject: BLRA and BLPA Building Report

BLRA Building Update:

- \* Shingle portion of the roof replacement has been completed.
- \* Painting of our storage shed has been completed.
- \* Shingle roof and turbine fan have been replaced on our storage shed

- \* Painters are working on painting the shed that belongs to the Church, so the building colors match.
- \* Siding flashing is almost completed on the South end of the building.
- \* Siding repair and painting on the South end of the building will continue as weather allows.
- \* Asphalt repairs have been made to both parking lot entrances and to the water cleanout riser area out on the playground.

#### BLPA Building Update:

- \* We continue to pursue a solution that suits us, to the sidewalk installation issue.
- \* Conduit for Electric service and pipe for gas service have been assembled and are trenched in.
- \* Steel is being installed on the West side of the building. Much of the second floor has been hung as well as much of the roof trusses on that side.
- \* Once entire area of steel has been hung, wall braces will be removed, stud walls can begin to go in, and roof decking will follow.
- \* Roof drain installation will follow that.
- \* Forms were being removed on 1/2. They were set for the walls on the East side of the building. These should be getting tilted up in the next few days.
- \* All of the concrete test samples have tested well above standards. This has alleviated the need for any re-pours.
- \* Form material will be removed as part of general cleanup.
- \* The signed beam ended up being the one above the M.S. main entrance on the West side.
- \* Parking lot light pole bases will be going in soon.

#### Summary:

- \* While we are couple days off the projected schedule, we are well within the wiggle room that was built in to the schedule. Generally, weather has not been a big factor. It will be even less of a factor as soon as the building is closed in and the interior work begins.

Submitted by,  
 Chuck Shaw  
 Building Manager  
 Banning Lewis Ranch Academy

## 10. Discussion Items

- 10.1. Federal Charter School Program Office – Enrollment Policy

10.1.1. Deann Barnett shared that the Charter School Grant that we applied for as is cannot be fully granted based on our enrollment policy. The Board discussed items to include why the initial enrollment policy was put into place and what families and community expect that currently live in the community. Discussed where our bond holder's views are on this topic.

10.2. School Dress Code Committee Updates and Proposal

10.2.1. See Attached *BLA Dress Code Review Committee Report to the Board 2017 01 03B* and *BLA Uniform Dress Code 2016 12 07 Draft*

10.2.2. Todd Morse presented the Review Committee Report and Gwendy Hartsell presented the suggested Uniform Dress Code Proposal.

10.2.2.1. Discussed the suggestions that came forward that the board should discuss:

10.2.2.1.1. Untucked shirts for girls wearing feminine cut

10.2.2.1.2. Restrictions on earrings for boys to be lifted and 1 pair allowed

10.2.2.2. Further discussions at the Regular Board Meeting. Send any typos to Gwendy prior to the next meeting.

## 11. Action Items

11.1. Federal Charter School Program Office – Enrollment Policy

11.1.1. Gwendy Hartsell moves to not move forward with the CCSP Grant and leave the existing enrollment policy as is. Nicole Book seconds.

11.1.1.1. Deann Barnett, Gwendy Hartsell, Nicole Book approved. Alison Hayward nay.

## 12. Executive Session

12.1. Executive Session C.R.S. § 24-6-402 (3) (a) (b) (I) Employment issues called to order at 9:33 p.m.

12.1.1. Present: Deann Barnett, Nicole Book, Alison Hayward, Gwendy Hartsell, Eric Dinnel

12.1.2. Deann Barnett moved to exit at 9:38, Alison Hayward seconded, all approved.

## 13. Future Business

13.1. June – Retake the Charter School Board Effectiveness survey

13.2. TBD – Mike Flora will attend a meeting and go over preliminary budget

13.3. Jan – Regular meeting – Dress code approval

13.4. Jan – Regular meeting – Civil Air Patrol discussion

13.5. Jan – Regular Meeting – Review draft 2017-2018 school calendar.

13.6. Jan – Regular meeting – Approve updated 2017-2018 school calendar.

13.7. Jan – Regular meeting – 17/18 Budget Draft Revision

**14. Adjournment**

14.1. Deann Barnett adjourned the meeting at 9:40 p.m.

**DATE: January 3, 2016**

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//Signed//  
Gwendy Hartsell, BOD Secretary