



7094 Cottonwood Tree Drive, Colorado Springs, CO 80927  
Phone: 719.570.0075 - Fax: 719.522.2900 Email: BoardBLRA@blracademy.org

**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 REGULAR MEETING Minutes**

July 18, 2017 at Banning Lewis Ranch Academy at 6:00 p.m.

**1. Call to Order**

1.1. Called to order at 6:07 p.m.

**2. Roll Call**

- 2.1. Board Members: Deann Barnett, Nicole Book, Treasure Davis, Alison Hayward, Gwendy Hartsell, Krisell Creager-Lumpkins, Brandon Henry
- 2.1.1. Present: Deann Barnett, Treasure Davis, Gwendy Hartsell, Brandon Henry, Krisell Creager-Lumpkins (via phone).
- 2.1.2. Alison Hayward arrived at 6:30 p.m.
- 2.1.3. Krisell Creager-Lumpkins left at 8:20 p.m.
- 2.1.4. Absent - Nicole Book

**3. Welcome, Pledge of Allegiance**

**4. Approval of Agenda**

- 4.1. Brandon Henry motioned to approve the agenda, Treasure Davis Seconded. Gwendy Hartsell asked a clarification question. Addition of a Board Member Communication item which will be inserted as section 16.
- 4.2. Brandon Henry motioned to approve amended agenda with addition of Board Member Communication item, Treasure Davis Seconded

**5. Approval of the Minutes**

- 5.1. Approval of the previous Meeting Minutes
- 5.1.1. Meeting Minutes 6-20-2017 Regular Meeting
- 5.1.1.1. Gwendy Hartsell motioned to approve the minutes as written, Treasure Davis seconded. All approved, motion carries.
- 5.1.2. Meeting Minutes 7-5-17 Special Meeting
- 5.1.2.1. Gwendy Hartsell motioned to add approve the minutes with the additions of lease agreement to end June 30, 2019, that snow removal is not included and add that Director Book was involved. Treasure Davis seconded. All approved, motion carries.

**6. Positive Observations**

- 6.1. Excitement is increasing with staff returning and coming in for the new year.
- 6.2. Appreciative of Vanessa Carlson, answering questions on BLR Facebook page as questions arise.

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

7.1. n/a

**8. Sanctioned Organizations** - *Speakers are limited to 3 minutes when presenting in person*

8.1. PTO –

8.1.1. PTO was present. Minutes were sent out following the meeting which is highly appreciative. Uniform resale will be week prior to Roundup.

8.1.2. PTO can use the PTO Board Minutes for getting the signers required on the bank. The PTO liason (VP) can be included as a signer too if needed.

8.2. Boy Scout Troop 228 -

8.2.1. Report submitted via email.

8.3. Cub Scout Pack 228

8.3.1. No Report

8.4. Civil Air Patrol –

8.4.1. No Report

8.5. Girl Scout Troop –

8.5.1. No Report

**9. Standing Committee Reports** *Speakers are limited to 10 minutes when presenting*

9.1. Finance Committee Report Chair: Nicole Book

9.1.1. Eric Dinnel shared updates. Information was sent out earlier this week for the financials.

9.2. Policy Review Committee Members: Nicole Book, Treasure Davis, Alison Hayward

9.2.1. All current versions of the policies are being updated on the school website. Next policy will be gift policy.

**10. BLRAF, Fundraising and Marketing Updates** *Speakers are limited to 10 minutes when presenting*

10.1. Representative: Heather Zambrano

10.1.1. Discussed HBA Parade of Homes kick off. Board Members and Administration will be assisting.

10.1.2. \$6500.00 from Aim High has been received.

10.1.3. Discussed other upcoming events.

10.1.4. Will be meeting with another potential donator this week.

10.1.5. Discussed Ribbon Cutting

10.1.6. Santa Sprint - December

10.1.7. Boots and Lace – next Feb

10.1.8. Marketing Team - Canvassing

**11. BLRA Admin Reports** *Speakers are limited to 10 minutes when presenting*

11.1. Supporting documentation BLRA Admin Report

11.1.1. New Asst Principal Rick Dahlman introduced.

11.1.1.1. 17 new teachers, have a mentoring program.

11.1.1.2. Discussed DIBELs results

11.1.2. New Principal Brandon Munson was introduced.

- 11.1.2.1. Getting moved into the new school
- 11.1.3. Rob Wilkinson provided technology update
- 11.1.4. Board is welcome to join us at BLPA at 730 a.m. on July 31st
- 11.1.5. Chuck provided updates on the schools building/remodel.

## **12. Discussion Items**

- 12.1. Charter School Board Effectiveness survey
  - 12.1.1. Please provide any remaining surveys to Alison
- 12.2. Board of Director Positions – President, Vice President, Secretary, Treasurer
  - 12.2.1. Discussed who is interested in what positions.
- 12.3. BOD Meeting Schedule for the 2017/2018 School Year
  - 12.3.1. Discussed that we will:
    - 12.3.1.1. Continue to have our meetings 3<sup>rd</sup> Tuesday of the month
    - 12.3.1.2. Post the meeting at both school locations
    - 12.3.1.3. Meetings will continue at BLRA campus
- 12.4. Strategic Planning review/refresh
  - 12.4.1. Discussed having a work session - will look at some dates
- 12.5. Upcoming Events (Round Up, Ribbon Cutting, Opening Day)
  - 12.5.1. Touched on this during admin reports

## **13. Action Items**

- 13.1. Appoint of Board of Director Positions – President, Vice President, Secretary, Treasurer
  - 13.1.1. Treasure Davis motions to have Deann Barnett serve as President, Alison Hayward seconded. All approved, motion carries.
  - 13.1.2. Alison Hayward motions to have Gwendy Hartsell serve as Vice President, Brandon Henry seconded. Deann Barnett, Treasure Davis, Alison Hayward, Brandon Henry and Gwendy Hartsell approved. Krisell Creager-Lumpkins nay. Motion carries.
  - 13.1.3. Treasure Davis motioned to have Alison Hayward serve as Treasurer. Krisell Creager-Lumpkins seconded. All approved. Motion carries.
  - 13.1.4. Treasure Davis motioned to have Nicole Book to serve as Secretary with the agreement to look at the opportunity for someone to take the minutes during regular meetings. Brandon Henry seconded. All approved. Motion carries.
- 13.2. Approval of the BOD Meeting Schedule for the 2017/2018 School Year
  - 13.2.1. Gwendy Hartsell motions to continue to have our Board meetings the 3<sup>rd</sup> Tuesday of the month at 6 p.m., with the minutes posted at both campus' on the front door and the meeting to take place the BLRA location on Cottonwood Tree Drive. Treasure Davis seconded. All approved. Motion carries.

## **14. Executive Session**

- 14.1. Executive Session if needed

## **15. Future Business**

- 15.1. Aug – Discussion - SAC Discussion
- 15.2. Aug – Discussion - BOD Town Hall Meeting
- 15.3. Aug – Discussion - Board Governance Ideas Document Review

- 15.4. Aug – Discussion - Board Effectiveness Survey
- 15.5. Aug – Swearing in BOD positions – Beginning of the meeting

## **16. Board Member Communication**

- 16.1. This will be a new item. Communicate key points, ask questions, etc.
  - 16.1.1. Question – is there a swearing in? We will do this at next meeting. Brandon Henry will find the information.
  - 16.1.2. Question – training for the Board? We discussed the board module training. Also discussed having League of Charter Schools come down. Brandon Henry will get some of the info.
  - 16.1.3. Idea – Mission Statement. Suggestion to read the mission and refer to it during decision making. We can look at this at some work sessions too.
  - 16.1.4. Idea – asked if we record the meetings. We do Executive Sessions but the idea is to do the meeting as well. Can be helpful and can be a liability. We will ask our council for recommendation.
  - 16.1.5. Awareness - Liberty Tree Charter was approved by D49 with stipulations.
  - 16.1.6. Comment – Deann Barnett shared her appreciation for the other board members and all that they have taken on. Alison Hayward and Treasure Davis thanked Deann Barnett for all of her heard work. Treasure Davis also shared her Thanks for Heather Zambrano’s work on getting the roof money from a donor who had committed. Treasure Davis also thanked Administration for help with getting the D49 negotiations for the BLPA space.

## **17. Adjournment**

- 17.1. Deann Barnett adjourned the meeting at 8:32 p.m.

**DATE: July 18, 2017**

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//Signed//  
Gwendy Hartsell, BOD Secretary