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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 REGULAR MEETING MINUTES

**May 16, 2023 AT BANNING LEWIS RANCH ACADEMY at 1800.**

# Opening Items

* 1. Pledge of Allegiance
	2. Reading of the Mission Statement
	3. Roll Call
		1. Present: Leigh Bolton, Kevin Clark, Guin Leeder, Chris Thompson, Kimberly Whitten-Chung
		2. Absent: Roland Rainey (excused)
	4. Call to Order
		1. 1804 by Leigh
	5. Approval of the Minutes
		1. Guin motion
		2. Kevin seconded the motion
		3. All in favor
		4. Motion carries
	6. Amendment to the Agenda
		1. Kevin will present financials
		2. Leigh motions
		3. Chris seconded
		4. All approved
		5. Motion carries
	7. Good news
		1. Chris: Celebration nights were exciting and really well put on
		2. Guin: Girls Track too first place in Leagues; States this weekend; Several qualified for Nationals
		3. Leigh: Fourth grade celebration night; GT Night for the little ones
	8. Public Comment - *Speakers are limited to 3 minutes and must sign in at the beginning of the meeting.*
		1. None
1. Board Election and Appointment Committee
	1. Over the past several weeks the process has included request for applicants, interviews, and validation of votes
	2. Now the count for votes will be public
		1. Two with the most votes will take seat 7/1/23
			1. 43 total ballots
		2. Candidates
			1. Tiffany Blagmon- 17 votes
			2. Amanda Grant- 9 votes
			3. Guin Leeder- 28 votes
			4. Clifford Marrier- 7 votes
			5. Kimberly Whitten-Chung- 32 votes
		3. Appointed seat recommendation will occur after the vote
			1. Election committee recommends Tiffany for the appointed seat
			2. Kevin recused from conversation due to personal relationship
			3. Leigh motion
			4. Chris second
			5. Roll Call vote
				1. Leigh- yes
				2. Chris- yes
				3. Guin- yes
				4. Kim- yes
				5. Kevin- yes
			6. Leigh motion for Amanda as a standby
			7. Guin second
			8. Roll call
				1. Leigh- yes
				2. Chris- yes
				3. Guin- yes
				4. Kim- yes
				5. Kevin- yes
2. **Finance Review**
	1. Review Financials
		1. Financial Package Review
			1. Completing month 10 of 12
		2. Bank Discussion
			1. Not currently making money with our current bank
				1. Currently making hundreds of dollars per month
				2. Should be making more considering the investment
			2. Maintain operational costs in current bank during the change
				1. How much is needed to get the 4.5-5% return?
			3. Laddered CDs
			4. Kevin motion to approve bank change
			5. Kim second
			6. All in favor
			7. Motion carries
		3. Review of 23-24 Budget
		4. Work Session Review
			1. ACCEL Services
				1. Currently $1.3 million management fee

8% per student- management fee

Corporate PPM

* + - * 1. Risk management, talent management, HR support

Employment administration is per staff member

Job requisitions and descriptions are charged at a premium without a premium product

* + - 1. Two options with the current budget
				1. Approve the budget without the administration fee included

Re-evaluate in December

Earmark the money, but do not pay until there is a determination of what the Administration fee is specified

* + - * 1. Approve a percentage of the administration fee

Negotiate over the next several months

* + - 1. Banning dollars need to go to Banning projects
			2. We are fighting for $197K because we do not understand where the money is going and there is not transparency from ACCEL. We are not opposed to paying for services that should be covered. We simply want a complete explanation.
				1. Further, the previous Board requested an explanation and did not receive adequate information
		1. Kevin motion to approve budget with the Admin fee earmarked- Resolution that the Admin fee will not be paid until approved by the Board
		2. Chris second
		3. All in favor
		4. Motion carries
		5. Review resolutions
1. **School Updates**
	1. Principal Reports
		1. No Place for Hate
			1. Holistic school-wide approach to improving school climate
			2. Student-driven
			3. The Ranch received full designation
		2. Racism is not bullying. Racism is racism. There has to be zero tolerance for racism.- Chris
	2. SPED Rollout Update
		* 1. Almost fully staffed
			2. Starting to collect SPED plans
				1. Major push of the registration department over coming weeks
			3. Services will be offered on site
				1. May need to contract for specialty services
	3. Handbook update 2023-24
		* 1. Initially approved in December
			2. Secondary Handbook, Course Catalog, Athletic Handbook
			3. Leigh motion to approve
			4. Kevin second
			5. All in favor
			6. Motion carries
	4. Update on Field Process
		1. BLPA Field
			1. Four quotes
				1. $800K to $1.3million (field only)

RMTS is local and just finished Vista Ridge

Additional cost for lights, field house, press box

All turfs are guaranteed for 8 years

Most come with a groomer

Recommended annual maintenance

* + - * 1. Will need to move discus once turf is placed

Need to find new location, which will likely require additional grating

* + - * 1. Two companies will be able to complete by August
				2. Evaluated a field for football and soccer

Also long jump, triple jump, and high jump

92K square feet

* 1. Facilities Updates
		1. Built out list of upcoming building expenses
1. **Committees**
	1. PTO
		1. None
	2. SAC
		1. None
	3. Booster Club
		1. None
	4. Charter Update Committee
		1. Jen Douglas working on documents
2. **Communication**
	1. Board Communication to Stakeholders
		1. Chris has been working with Cynthia on a template for monthly updates
	2. Foundation Donation Update
		1. Oakwood has requested proposal for $1.25 million for increased enrollment, student social and emotional well-being, increased academic rigor, and teacher retention
		2. Oakwood Foundation Committee
			1. Kim will start the process
	3. Grievance process discussion
		1. The form is created, but the Board does not have a committee for review
		2. Work with the person, then go to the next level, then to the principal, then to the online form (Dr. Weyman), then Board.
			1. Board contact would find the form, contact the grievant, determine with Board President if the matter should be heard at a Board Meeting.
				1. Guin will be the Board Contact
				2. Leigh motion
				3. Kevin second
				4. All in favor
				5. Motion carries
				6. Secondary point of contact is Chris
3. **Closing Items**
	1. Will schedule a Special Meeting once proposals are received from the field.
	2. June Board meeting is canceled.
	3. Work session for Board training June 20th. Location TBD.
	4. July Board meeting is moved to July 25th.
	5. Adjourn at 2015

# DATE: May 16, 2023

 //Signed// Kimberly Whitten-Chung

Board Member