



# Banning Lewis Academy

## Board Meeting

**Date and Time:** June 18th, 2024 at 6:00pm - 8:00pm

**Location:** 7094 Cottonwood Tree Drive, Colorado Springs, CO 80927

**Phone:** 719.570.0075; **Fax:** 719.522.2900; **Email:** [BoardBLRA@blracademy.org](mailto:BoardBLRA@blracademy.org)

**Vision:** Every student. Every day.

**Mission:** Create a safe environment where students thrive academically and develop the skills, character, and mindset to engage the world.

### Agenda

#### 1. Opening Items:

	Purpose (vote discuss, FYI)	Presenter	Time (start):
Pledge of Allegiance Reading of Mission Statement Roll Call <ul style="list-style-type: none"><li>Leigh Bolton</li><li>Kevin Clark</li><li>Roland Rainey</li><li>Guin Leeder</li><li>Kimberly Whitten-Chung</li><li>Chris Thompson</li></ul>	FYI	Leigh Bolton	6:03
Call the Meeting to Order	FYI	Leigh Bolton	6:04
Approve Minutes <ul style="list-style-type: none"><li>May 2024</li><li>Kim motioned to approve the May 2024 minutes. Guin seconded. All in favor. Motion carries.</li></ul>	Vote	Leigh Bolton	6:04
Amendments to Agenda <ul style="list-style-type: none"><li>Kim motioned to approve adding our speaker Steve Schleiker after public comment. Guin seconded. All in favor. Motion carries.</li></ul>	Discuss/Vote	Leigh Bolton	6:05

Good News	FYI	Board	6:06
Public Comment - None	FYI	Public	6:07

<p>Steve Schleiker, El Paso County Clerk &amp; Recorder</p> <ul style="list-style-type: none"> <li>• 6100 Current Registered Voters in zip code of 80927</li> <li>• 98% of voters use Ballot Box</li> <li>• Ballot Boxes build trust</li> <li>• They are more secure – protect signatures.</li> <li>• 24/7 surveillance is required during a general election. Feed is streamed to all citizens.</li> <li>• No financial requirements for BLA.</li> <li>• Steve would help BLA find a location, pour a foundation, install Ballot Box, and install cameras.</li> <li>• CSPD manages traffic on Election Day</li> <li>• Must be ADA compliant. BLA meets those compliance requirements already.</li> <li>• Election Judges watch Ballot Boxes Mon before election 8a-5p and Election Day 7a-7p.</li> <li>• Concern that there are additional people coming into BLA.</li> <li>• Kevin recommended that the Principals + Chuck will connect with Steve to identify a location. Leigh to intro everyone via email. <ul style="list-style-type: none"> <li>○ The SAC can then send a survey to parents to get community input.</li> <li>○ Then the Board can be informed for the July Board Meeting to vote.</li> </ul> </li> </ul>			
<p>Update on School Leadership</p> <ul style="list-style-type: none"> <li>• With Dr. Weyman’s resignation, the Principals will report directly to the Board. The Director’s will report to the Principals. Staff will report as they have been. Facilities Director will report to the Prep Principal.</li> <li>• Dr. Whitten-Chung volunteered to lead creation of Principal assessments.</li> </ul>	FYI	Principals	6:37
<p>Report from Work Session on 5/22/2024</p> <ul style="list-style-type: none"> <li>• Chris motioned to approve the new org structure that was discussed on June 18, 2024, where the Principals report directly to the Board, the Directors report to the Principals, and the Staff reporting remains unchanged. Furthermore, the Director of Facilities will report to the Prep Principal. This structure will remain in place even if / when a replacement for the RVP is hired. Kim seconded. All in favor. Roll call vote:</li> </ul>	FYI / Vote	Chris Thompson	6:40

<ul style="list-style-type: none"> <li>○ Leigh Bolton - Yes</li> <li>○ Kevin Clark – Yes</li> <li>○ Roland Rainey - Yes</li> <li>○ Guin Leeder - Yes</li> <li>○ Kimberly Whitten-Chung - Yes</li> <li>○ Chris Thompson - Yes</li> </ul>			
Board Spotlight: Update on New Playground at the Ranch	FYI	Administration	6:55

**2. Finance Review:**

		Presenter	Time:
<p>Financial Updates</p> <ol style="list-style-type: none"> <li>1. Review Financial Package               <ol style="list-style-type: none"> <li>a. Currently on forecast</li> <li>b. About \$11M Cash on Hand                   <ol style="list-style-type: none"> <li>i. 8 months worth of cash</li> </ol> </li> </ol> </li> <li>2. Finance Committee Meeting Update               <ol style="list-style-type: none"> <li>a. Currently at 1677 enrolled v 1623 target</li> <li>b. Budget uploaded to D49 on May 28, 2024.</li> <li>c. XP will be sending some items via DocuSign related to the audit that Leigh will need to sign.</li> </ol> </li> <li>3. D49 have hired a CFO for Charters and will be meeting with each Charter in D49. BLA is scheduled for 9/11 at 9:15am MT.</li> <li>4. Update on Approval Process               <ol style="list-style-type: none"> <li>a. Roland motioned that any PO or invoice that comes into BLA that is \$5,000 or over will require approval from the Board President, Vice President, or Treasurer. This transfers the authority from the Regional Vice President to the BLA Board. Kevin seconded. Roll call vote:                   <ol style="list-style-type: none"> <li>i. Leigh Bolton - Yes</li> <li>ii. Kevin Clark – Yes</li> <li>iii. Roland Rainey - Yes</li> <li>iv. Guin Leeder - Yes</li> <li>v. Kimberly Whitten-Chung - Yes</li> <li>vi. Chris Thompson - Yes</li> </ol> </li> <li>b. All in favor. Motion carries.</li> </ol> </li> <li>5. Bank Update</li> </ol>	FYI	Finance Committee/ ACCEL	<5min Break>  7:16

<p>a. Positive Pay – Carmina provided an update that the first two files were uploaded last week. The 3<sup>rd</sup> file was uploaded this week. Appears to be working right now. Roland to follow up with The State Bank to ensure everything is working as expected.</p> <p>b. Status of Operating Account – Through numerous conversations and work sessions BLA will maintain the operating account at the State Bank.</p> <p>c. Access to Accounts – Individual positions will need to be given access to The State Bank Operating Account, Wells Fargo Investment Account, and Wells Fargo General Account. Specifically, the BLA Board President, Vice President, and Treasurer.</p> <p>6. Follow up on salary concerns</p> <p>a. Transition to 12 month pay. Mrs. Rehorst sent an email to Linda and anticipates that it will be set up in the next week or two.</p> <p>b. New Salary Schedule for 24/25 School Year. Leigh motioned to approve our new salary schedule for the 2024/25 School Year. Kim seconded. All in favor. Motion carries.</p> <p>7. Follow up on equipment concerns. 30 smart boards were taken from BLA in 2023. These were funded by the BLA PTO. Natalee will follow up on the question. Leigh requested that we have the information by 7/8. Natalee agreed.</p>			
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**3. School Updates:**

	Purpose (vote, discuss, FYI)	Presenter	Time:
Principal Reports	FYI	Principals	7:56
Security Update <ul style="list-style-type: none"> <li>Started conversations Rupp Security to our security provider for the 2024/25 school year.</li> </ul>	FYI	Principals	7:57

<p>Special Education Update</p> <ul style="list-style-type: none"> <li>Fully staffed in Special Education at the Ranch.</li> <li>Mostly fully staffed in Special Education at the Prep</li> </ul>	FYI	Principals	7:59
<p>Spending Update</p> <ul style="list-style-type: none"> <li>General Fund priority are 5<sup>th</sup> Grade Walls</li> <li>Foundation Fund priority is the Playground</li> <li>On track and under budget for the new field project</li> <li>Chuck is working on assessment for a new wing.</li> </ul>	FYI	Principals	8:00
<p>Follow Up on Handbooks (Employee and Student)</p> <ul style="list-style-type: none"> <li>Legal representation is reviewing handbooks.</li> </ul>	FYI	Leigh Bolton	8:04
<p>School Management Committee</p> <ul style="list-style-type: none"> <li>During our May work session an idea came up to form a committee that can properly assess Accel.</li> <li>Roland motioned that we as the BLA Board establish a school management committee with administrative details to be discussed at a later date. Kim seconded. All in favor. Motion carries. <ul style="list-style-type: none"> <li>Chris and Guin will be on the Committee.</li> </ul> </li> <li>We will also need to set up a unique domain and URLs to remain private.</li> </ul>	Vote	Leigh Bolton	8:05

#### 4. Committee:

	Purpose (vote, discuss, FYI)	Presenter	Time:
<ul style="list-style-type: none"> <li>PTO Update <ul style="list-style-type: none"> <li>Jason Smith, VP</li> <li>Would like to sell uniform polos with the PTO logo.</li> <li>The Board gave its blessing to utilize the PTO logo on polos, shirts, and sweatshirts. Only the polos and sweatshirts can be worn at the Ranch daily.</li> </ul> </li> <li>SAC Update <ul style="list-style-type: none"> <li>Katie suggested that SAC, PTO, and Booster Club merge meetings.</li> <li>Next meeting is 8/12.</li> </ul> </li> </ul>	FYI FYI FYI	Representatives	8:11

<ul style="list-style-type: none"> <li>○ Will get a survey our for the voting box.</li> <li>● Athletic Boosters Club Update <ul style="list-style-type: none"> <li>○ The Booster Club is looking for officer positions.</li> <li>○ Kim to connect Jason Smith with Vanessa.</li> </ul> </li> </ul>			
<p>Policy and Governance Committee Update</p> <ul style="list-style-type: none"> <li>● 5 Non-Discrimination Documents</li> <li>● D49 will accept a draft by July 1, 2024.</li> <li>● Kim motioned to accept the 5 non-discrimination documents for submission to D49. We will then share the draft with the community and get legal review. Then the final version will be sent to D49 for final approval. Leigh seconded. All in favor. Motion carries.</li> </ul>	Vote	Guin Leeder	8:25

### 5. Communication/Other:

	Purpose (vote, discuss, FYI)	Presenter	Time:
<p>Board Officer Positions for 2024/25 School Year</p> <ul style="list-style-type: none"> <li>● Discussion around potential new roles.</li> </ul>	Discuss/Vote	Leigh Bolton	8:52
<p>Board Training</p> <ul style="list-style-type: none"> <li>● All need annual Non-Discrimination Training</li> <li>● One is scheduled tomorrow (6/19)</li> <li>● All should get training on financial management</li> </ul>	Discuss	Guin Leeder	9:00
<p>Board Communication to Stakeholders</p> <ul style="list-style-type: none"> <li>● 5<sup>th</sup> Grade Classrooms</li> <li>● Playground</li> <li>● New Leadership for PTO</li> <li>● SAC, PTO, Booster, and WatchDOGS to meet collectively.</li> <li>● Send Thurs or Fri</li> </ul>	Discuss	Chris Thompson	9:05

### Closing Items:

	Purpose (vote, discuss, FYI)	Presenter	Time:
<p>Next Board Meeting</p> <ul style="list-style-type: none"> <li>● July 16, 2024 <ul style="list-style-type: none"> <li>○ Short Work Session instead of full Board meeting.</li> </ul> </li> </ul>	FYI	Leigh Bolton	9:10
Adjourn Meeting	FYI	Leigh Bolton	9:16