



Banning Lewis Academy

Board of Directors Meeting

Date and Time: November 19th, 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

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 - Chris Thompson, Leigh Bolton, Kimberly Whitten-Chung, Tiffany Blagmon, Guin Leeder	FYI	Chris Thompson	2 min
Call the Meeting to Order - at 6:03	FYI	Chris Thompson	1 min
Approve Minutes - Motion to approve October minutes: Chris motioned, Leigh second - All approved	Vote	Chris Thompson	2 min
Amendments to Agenda/ Approval of Agenda - Motion to approve agenda with no edits , Chris motioned, Leigh second - All approved	Discuss/Vote	Chris Thompson	2 min
Special Presentation: Final Audit - Audit Manager at Hoelting and Company - Gave an unmodified, clean, opinion for 23-24 audit - Audit process starts mid-July, test internal controls - Financials are presented fairly in all material respects - Capital assets increased - \$500K increase in liability (from salaries and	Presentation	Jesse Seibert, CPA- Hoelting and Company	15 min

benefits) <ul style="list-style-type: none"> - Net position is up \$2.8M this year - Long term debt reduced by \$840K, payments made per amortization schedule - General Fund – takes fund balance and compares revenues and expenditures, 48% is a “very healthy ratio for a charter school” - Revenues: MLO is up \$309K this year, interest up \$200K, contributions up \$1.3M, PPR up \$1.2M - Instruction expenses up \$1.2M, increase due to salaries, benefits and services - No internal control findings - ACCEL very helpful (Kristen), will schedule next year’s work out later to enable ACCEL to get their work accomplished in time - Board received auditor’s letters 			
Accept Financial Audit <ul style="list-style-type: none"> - Motion to accept the financial audit: Chris motioned, Guin second - All approved 	Discuss/Vote	Board	5 min
Good News <ul style="list-style-type: none"> - Varsity cheer took 2 first place in 2 out of 2 competitions they’ve entered so far - BLPA Cross country took Regional champs - Academic decathlon this past weekend, all kids placed, small team and very excelled - Email from 5th grader teacher thanking staff and Board for hard work getting the wall construction to reduce distractions - Thanks to school admin for keeping everyone safe through many challenges this week 	FYI	Board	3 min
Public Comment <ul style="list-style-type: none"> - No comments 	FYI	Public	5 min

2. Board Information

	Purpose (vote, discuss, FYI)	Presenter	Time:
<ul style="list-style-type: none"> • Athletic Booster Club <ul style="list-style-type: none"> - Chair sent notes read aloud - Will send Christmas cards, recognition for their volunteers - Will recognize booster club alumni - Will finish sign at the snack shack - Planning small banquet to work with AD for speeches on athletic programs and highlight accomplishments - On track for their budget this year - Changing org chart, adds new positions to try to spur more involvement • SAC – no updates • PTO - no updates • Boy/Girl Scout Troops: charter signed 	FYI	Reports provided to the Board	2 min

3. Finance Review

	Purpose (vote, discuss, FYI)	Presenter	Time:
<p>Financial Updates</p> <ul style="list-style-type: none"> • Review Financial Report • Financial Committee Update <ul style="list-style-type: none"> - Revenue does not reflect full MLO yet, not increased for number of students - 130K invoices have come in, instructional supplies going up - 752K in capital improvement projects (playground, BLPA chemistry lab renno.) - About 50% through supplies - Balance Sheet: cash on hand about 180 days, less cash than beginning of year due to supplies and didn't get all funding yet - Budget Presentation: revised budget - XP present draft for feedback and comment, can approve now or Dec board meeting, must upload to D49 by 1 Jan 25 - Added a new element, an account fund for capital expenditures, need resolution for that in order to approve the budget - Key assumptions in the draft revised budget: enrollment at 1695, PPR is \$2 more than started this year - Capital expenditures – includes 500K from general fund to special fund - Drawing down general fund, but cash close to \$11M - Revenue : PPR is biggest increase, \$1.6M MLO and it can be spent this year or later - \$100K increase in ECEA (G&T and SpED, a state allocation) - \$2.1M increase in revenue, expenses going up to match - Management Fees – increase in revenue results in increase in Mgmt fees (8%) - District Fees – hoped lower because we're taking on nurses fees - Supplies: net increase 50K, biggest increase in 20K in iPads and Anatomage science table (funds are earmarked) - Compared to approved FY25 budget approved last year, we're being aggressive 	FYI/ Discuss	Finance Committee/ ACCEL	10 min

<p>in how we calculate vacancies and overtime</p> <ul style="list-style-type: none"> - Salaries – increase in staff since approved the budget, most are SpEd (3 teachers, paras), Admin Asst, counseling, student population has increased so need more staff, applied new salary schedule - Budget review: reviewed last year’s approved budget we increased salaries and removed bonuses (we had relied on bonuses), adding nursing staff - Grew from preliminary budget from \$19.8M expenses to \$22M (headcount in sped, other staff, management and district fees, 500K transfer from general fund, supplies, maintenance), bonuses increase about 200K from last year - Board to review revised budget at Dec 3 work session, vote at the Dec board meeting - RVP recommended the Board consider budget revised which does include staff bonuses to be discussed later tonight - MLO: total \$1,639,485 for the year. SAC endorsed items, bonuses would be taken from MLO. Can use MLO for computers, security, can carry over next year. 			
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4. Executive Reports

	Purpose (vote, discuss, FYI)	Presenter	Time:
<p>(Added) Motion to amend agenda to move the “Board Business” section to occur after the full Financial Review.</p> <ul style="list-style-type: none"> - Chris motioned, Tiffany second. All Approved. 	Vote	Chris Thompson	N/A
<p>Principal Reports</p> <ul style="list-style-type: none"> - BLPA Principal met with architect about Prep addition. It’s feasible, working on a quote, will consult with D49. Addition would extend off the cafeteria, adding an auditorium, 4 classrooms, a choir room, band room. - Add to Dec 3 work session 	Discuss	Principals	5 min
<p>Updates from Head of School</p> <ul style="list-style-type: none"> - Insurance Coverage: working on gathering premium quotes for comparability. Need to use it to inform next year’s budget (25-26) - Recommend Board establish a Fund 43 capital construction fund, the equivalent of a savings account for repairs for the home (new roof). An opportunity to move cash from general fund to an account for capital construction projects. We are in good financial position now, and this Fund would secure cash for future projects. First step is a resolution establishing the fund, with accountant support. Board can decide allocation and how to hold those dollars in a 	FYI	Andy Franko	5 min

<p>separate account. This draws down balance sheet cash, and is more appropriate for a non-profit entity.</p> <ul style="list-style-type: none"> - Legal Advice for Admin – ACCEL does have legal counsel that can support our admin. ACCEL may defer to local council for needs at BLA, depending on topic. Counsel at ACCEL focuses on contracts and personnel matters. For issues like service dogs, they can provide legal opinions. - Transportation Plan: ACCEL looking at how to inspect vehicles annually, looking at ACCEL’s pre-school program in COS for advice and assisting with inspections. Building relationship with Trans at D49, but they’re not able to support our inspections - Board Certification Forms – need Tiffany’s - Professional Development – Andy asked ACCEL to explore this. They expect to discuss when ACCEL leaders are in town 			
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5. Committee Updates

	Purpose (vote, discuss, FYI)	Presenter	Time:
<p>Policy and Governance Committee</p> <ul style="list-style-type: none"> - Draft Student Chosen Name policy was reviewed by Board’s legal counsel, and we need to get clarity and update the draft policy appropriately 	Discuss	Guin Leeder	5 min
<p>Curriculum Committee</p> <ul style="list-style-type: none"> - Met last week at Prep - Math is reviewing curriculum samples - ELA on year 2 of current curriculum, using Carnegie learning. We didn’t purchase the audio to accompany and looking at options to add it (Carnegie or an option through Learning Ally. This is an expensive service but need to consider this for students that need such access, and know it would be good for all students, Consider purchasing the audio for the Prep. - World Languages on year 1 of new curriculum, using Carnegie. - Ranch on new 4th grade Social Studies that is well received and in-depth - All Ranch grades using Releasing Writing curriculum, in year 1 after a pilot year. Well-received by the teachers. - Math is in review and narrowed to 2 choices currently in pilot. 	Discuss	Kim Whitten-Chung	5 min

6. Board Business

	Purpose (vote, discuss, FYI)	Presenter	Time:

<p>2025-2026 School Calendar</p> <ul style="list-style-type: none"> - Close vote from staff, many liked draft 2, 1 secondary - Calendar 1 is identical to this year, with an additional Professional Development (PD) day, last day is ½ day - Calendar 2 adds early release PD days - Calendar 3 matches D49, staff returns after Memorial Day because contract days are needed, only 2 days wiggle room at BLRA and 4 at Prep for weather - D49 rep and snow days: little room for snow days, tight on seat time minutes going into winter, would need to call a virtual learning day - Need minimum 160 days of kids in seats, and minutes don't translate to days. We're over on minutes but they don't convert to days. - Early release in Calendar 2 allows staff to meet together on those afternoons - Early start date 4 Aug is due to needing the 160 days, to fall in line with the district, enable transfer students, provide busing - Jan 16, 2025 should be reviewed for PD for Ranch but not Prep, admin will relook at that to support families with kids at both - Board will Vote at December meeting 	<p>Discuss</p>	<p>Principals</p>	<p>10 min</p>
<p>BLA Catalog</p> <ul style="list-style-type: none"> - HS Catalog: major change proposed for graduation requirements, increase by 1 credit (starting with next year's freshmen), to add an internship in senior year, with job shadow in junior year (1/2 credit). Moving job shadow to junior year lets them look at careers before applying for college in the fall of senior year. Add 0.5 credits in fine arts. - Juniors will do 3 job shadows, combining for 40 hours. Can do it over the summer if busy with sports or other. Internship in senior year is 40 hours focusing in desired field. - Counselors work with students individually and connect them with people, find ways to expose students to desired field. - Working with Pikes Peak Business and Education Alliance. - The original D49 charter application for Prep was 29 credits for graduation, years ago the Board reduced it. That number was in the application for the Prep, D49 felt a change to credits was a material change to the application/contract. We should inform the authorizer and see if we need to change the contract for this change. It was reduced 	<p>Discuss/ Vote</p>	<p>Board</p>	<p>10 min</p>

<p>because it was difficult to enroll students into 9th grade with many having been identified as under-credited and would struggle to meet BLPA requirement. RVP will provide resolution that was passed.</p> <ul style="list-style-type: none"> - Other schools have a requirement for 25 credits in D20, 24 ½ in D49 - Chris to seek guidance from D49 regarding changing the number of credits and how it affects the contract - No vote tonight, as we wait for further info 			
<p>Management Committee</p> <ul style="list-style-type: none"> - Guin presented the rubric for the evaluation - Guin motioned to approve the rubric and Chris seconds. All approve - Will add the draft evaluation to the Dec 3 work session, discuss ratings and the implications of the evaluation for the budget - Dec work session we will review draft eval and finalize, then send to ACCEL for review and comment, approve at December's board meeting 	Discuss/ Vote	Board	10 min
<p>Contract Negotiations</p> <ul style="list-style-type: none"> - Current contract with ACCEL ends June 30 2025, with an automatic one year extension if parties (we're in a 5-year amendment) - Board should nominate primary and secondary to contact ACCCEL and possibly renegotiate the contract (new amendment) - Will discuss at 3 Dec work session, make a decision on auto-renew at 17 Dec Board meeting - Board needs ACCEL POCs to work with on contract amendments, renewals - At Dec work session, we will finalize dates for ACCEL reps to come discuss 	Discuss	Board	10 min
<p>Board Election/Appointment Committee</p> <ul style="list-style-type: none"> - We have 3 seats coming open next year - Elected seats: Kevin and Roland - Appointed seat: Leigh - Need a committee to proceed soonest to advertise, election and appointment process - Advertising needs to occur - Tiffany and Chris will be the committee 	Discuss	Board	10 min
<p>Teacher Bonuses</p> <ul style="list-style-type: none"> - \$1500 for every staff member, ~\$500K total - RVP reminds Board 500K recommendation comes from MLO equalization funds, a fund approved to equalize educational pay in state of CO, it's one time funding, added over 800K to revenues for this FYI, not expected to recur. - Motion to approve staff bonuses up to total 500K: Chris motioned, Kim seconds. All 	Discuss/ Vote	Board	5 min

approve			
Board Communications to Stakeholder - Will look at October's Minutes for what wasn't sent - Elections and Appointments seats - Audit results	Discuss	Board	5 min

7. Closing Item

	Purpose (vote, discuss, FYI)	Presenter	Time:
Next Work Session <ul style="list-style-type: none"> December 3, 2024 at 5 pm School Calendar Next Board Meeting <ul style="list-style-type: none"> TBD Originally scheduled for Dec 17, 2024 at 6 pm. Board will need to change the date due to personal conflicts preventing quorum 	FYI	Chris Thompson	1 min
Adjourn Meeting - At 7:52	FYI	Chris Thompson	1 min