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# Board Meeting Agenda

October 7, 2020

4:00 pm

7899 Lexington Drive  
Colorado Springs, CO 80920  
New Summit Charter Academy  
Pikes Peak Conference Room

I. Call meeting to order: 4:03 pm

i. Roll Call

Mr. Aaron Salt	Mr. Doug Downey	Mr. Eric Davis	Mr. Anthony Bachmann	Mrs. Michelle Ruehl
<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Present
<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> Absent	<input type="checkbox"/> Absent

ii. Approval of the agenda

**I MOVE THAT WE APPROVE THE AGENDA FOR THE 10/07/2020 NSCA BOARD MEETING**

Motion to Approve: *Eric Davis*

2nd: *Michelle Ruehl*

Roll Call:

Mr. Aaron Salt	Mr. Doug Downey	Mr. Eric Davis	Mr. Anthony Bachmann	Mrs. Michelle Ruehl
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No
<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain	<input type="checkbox"/> Abstain
<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> Absent	<input type="checkbox"/> Absent

Motion Action: *Passed*

II. Welcome

a. Pledge of Allegiance (**Mr. Salt**)

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- III. Consent Agenda/Written Reports  
a. Personnel Update (Maureen Hilborn)

**I MOVE THAT WE APPROVE THE CONSENT AGENDA FOR THE 10/07/2020 NSCA BOARD MEETING**

Motion to Approve: *Michelle Ruehl*  
2nd: *Eric Davis*

Roll Call:

Mr. Aaron Salt	Mr. Doug Downey	Mr. Eric Davis	Mr. Anthony Bachmann	Mrs. Michelle Ruehl
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No	<input type="checkbox"/> No
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<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> Absent	<input type="checkbox"/> Absent	<input checked="" type="checkbox"/> Absent	<input type="checkbox"/> Absent

Motion Action: *Passed*

IV. Action

- a. No Action items for 10/07/2020

V. Discussion

- a. Homeschool Fee Schedule Discussion (Kim McClelland)

- *These fees would cover the costs of any items needed to help run the program and cover the overhead cost of the program*
- *No questions from the BOD at this time*

- b. Bring Your Own Device Policy Discussion (Kim McClelland)

- *The Middle School team proposed this process at the beginning of the year to ensure that students would know how to login to their Google Classrooms before a quarantine were to arise/need for virtual learning*
- *Mrs. McClelland will be meeting with Middle School to discuss this policy to see how it was utilized in the 1<sup>st</sup> Quarter*
- *The policies that we are looking at are currently used at other ASD 20 middle schools*
- *We are working with CCS to see what safeguards we can implement to keep our students safe online while they are working on their devices within the school building*
- *There is a loss clause that we are not liable for lost or damaged devices that students bring in for their usage*
- *Mr. Salt would like to reach out to CCS and discuss the options for protections for NSCA data on personal devices for both students and staff*
- *Mr. Salt wants to explore more staff restrictions on the BYOD policy*
- *Mrs. Ruehl asked if we had the bandwidth to support the extra devices*  
*Mr. Salt said that the bandwidth should be sufficient because we most likely won't have all the students online at the exact same time*

- c. Calendar Adjustment – Early Release on Wednesdays (Kim McClelland)

- *Staff morale is suffering right now due to all the restrictions with COVID*

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- The workload that our staff is under right now with in-person instruction, online instruction, quarantine instruction is overwhelming and different from any previous year
- Our grade levels do not have a common plan time due to the schedule that was created because of COVID
- At most, our teachers are spending their 30-minute lunch in a common plan time
- Their plan time last year was their specials time; but this year the grade levels are spread out among the same special (Kindergarten has art all week, 1<sup>st</sup> grade has music all week, etc.) so they no longer have a common time to have time to work together
- Many staff members have started doing this outside of business hours, which is not something we want our staff to do
- Currently, ASD 20 is doing a delayed start every Wednesday to allow their teachers/staff to get additional PLC time and training time through the 1<sup>st</sup> semester; they anticipate needing to do this for the entire school year
- Teachers have an additional training that must be completed by the end of the school year in order to be compliant with the new READ Act
- The READ Act training is an additional 45-hour training
- Our current calendar and schedule only allow for 33 hours of common plan time for our staff
- Pre-COVID, our staff would have had 153 hours of common plan time
- If the calendar adjustments are approved, our staff would have 69 hours of common plan time through the end of the school year
- We could add more Professional Development days to the calendar; but it can be difficult for staff to arrange childcare
- We could add 1 full Professional Development Day to allow staff to some additional time to work in PLCs, do READ Act training, or other trainings as needed

## VI. Information

### a. Executive Director Report (Verbal Report – Kim McClelland)

- COVID Task Force Meeting are continuing
- EPCDPHE sent out new guidelines and algorithms, Mrs. Begin has been looking at those
- We have been allowing students to return to in-person learning from eLearning as they have requested it
- October Count closeout will happen on 10/09/2020
- One personnel change that was not on the list; we will be reconfiguring our SpEd department
  - Our Middle School resource teacher position will be reassigned as a TA position instead of a teacher position
- SAC Meetings are starting on October 20<sup>th</sup>
- Our Instructional Coaches and Mentors are established, and we have had a meeting with them

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- We are currently looking into options for observations
  - We are looking for ideas for Veterans Day
- b. Enrollment Update (Written Report)
- 630 was our Projected Student Count (Pre-COVID)
  - We are currently at 607 total enrollments (587.78 FTE Funding Count)
  - Enrollment is down across the state
  - ASD 20 has told us to plan for the worst (mid-year recession), but there "could" be additional funding coming from the state because of the decreased enrollment
- c. Budget Update (Written Report)
- CRF Expenses are coming through
  - Even though we have through December 30<sup>th</sup> to spend the funds, we have to have a final report due to ASD 20 by the November 16<sup>th</sup>
  - We are in the process of purchasing supplies and using these funds as much as possible so that we meet the deadline from ASD 20
  - Any pay that is related to COVID must be paid out through December 15<sup>th</sup>, because the money MUST be spent by December 30<sup>th</sup>
- d. Preschool Update (Written Report)
- As of right now, we need 1 M-W-F enrollment to breakeven; or 1 FT enrollment to create a profit
  - If we enroll 8 more students, we would need to hire another teacher
  - If we enroll 7 students, we would be fine to not hire any additional staff
  - Mr. Salt asked about the culture of New Summit Preschool versus the culture of New Summit
  - Mrs. Hilborn would like to integrate the preschool staff with our staff during staff meetings in order to help bridge the gap between staff on both sides
  - Mr. Salt asked at what point we have to make a decision for preschool for the 2021-2022 school year
  - Mrs. Hilborn suggested we wait until February or March to gage enrollment to see if preschool is a viable option for the upcoming year
  - At this time, we only have 3 FT students (full-day, Monday through Friday)
  - We did lose enrollment because we did not offer tuition assistance like Diakonia had in the past
  - Mrs. Hilborn discussed revisiting the fee schedule for next year if we decide to move forward with the preschool for next year
- e. 2019-2020 Q3 & Q4 Dashboard (Written Report)
- Ms. Turnbull created the Q3 & Q4 dashboard to help us see the trends that we are experiencing due to the COVID-slide and Summer-Slide
  - In Ms. Turnbull's opinion, this year BOY testing should become our new baseline  
Compare BOY 2019 to BOY 2020
  - There are a couple of errors in the current dashboard that Mrs. Turnbull will be adjusting and then she will resend the dashboard to Mrs. McClelland, who will share it with the BOD



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- If there are changes that the BOD would like to see in the Q3 & Q4 dashboard, Ms. Turnbull can adjust those items for the 2020 Q1 dashboard
- Mrs. McClelland has looked at the BOY testing scores, we are currently testing at the same level or higher than the rest of ASD 20 (with the exception of 5<sup>th</sup> grade)
- Mr. Salt asked if there was any state-wide COVID-slide data available yet
- Mrs. McClelland is going to look at data to see if we are able to see that at this time
- Our staff is conducting 2 informal progress monitoring assessments for students between the BOY testing and the end of 1<sup>st</sup> Quarter to see if we are showing growth in areas to help support our students  
If we can show growth, we won't be required to put students on Read Plans if they scored low in the BOY testing

VII. Adjourn: 5:54 pm

**I MOVE THAT WE ADJOURN THE 10/07/2020 NSCA BOARD MEETING**

Motion to Approve: *Eric Davis*

2<sup>nd</sup>: *Michelle Ruehl*

Roll Call:

Mr. Aaron Salt

Yes  
 No  
 Absent

Mr. Doug Downey

Yes  
 No  
 Absent

Mr. Eric Davis

Yes  
 No  
 Absent

Mr. Anthony Bachmann

Yes  
 No  
 Absent

Mrs. Michelle Ruehl

Yes  
 No  
 Absent

Motion Action: *Passed*