



Meeting Minutes - 11 Oct 2023

6:00 PM, October 11, 2023 | Location: NSCA Main Conference Room

Minutes

A. Call Meeting to Order (Chair, 6:03 pm)

1. Attendance Roll Call

Chair	Vice Chair	Secretary	Treasurer	Director
Eric Davis	Jarvis Caldwell	Jessica Garcia	Ben Partridge	Michelle Ruehl
Present ▾	Present ▾	Present ▾	Absent ▾	Present ▾

- Passed ▾

B. Pledge of Allegiance (Chair, 6:04 pm)

C. Approval of the Agenda (Chair, 6:05 pm)

I move that we approve the agenda for the Oct 11, 2023 NSCA Board Meeting.

1st Motion: Michelle Ruehl ▾ 2nd Motion: Jessica Garcia ▾

Discussion: None ▾

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Eric Davis	Jarvis Caldwell	Jessica Garcia	Ben Partridge	Michelle Ruehl
Yes ▾	Yes ▾	Yes ▾	Absent ▾	Yes ▾

- Passed ▾

D. Comments:

1. Public Comments

- Each presenter is limited to 3 minutes

Members of the public shall be allowed to address the Board by sending written comments to the Board Secretary at Tara.Jennings@newsunmitcharter.org, identifying the subject "PUBLIC COMMENT" in the subject line of the email. All comments must include the name of the person submitting the comment, as well as contact information. Comments sent in anonymously, or by someone who cannot be identified from his or her email address, will not be read at the Board meeting. Comments must be received by 12:00 noon on the day of the meeting. Written comments must be no more than 400 words (approximately 3 minutes), and must not contain profanity, must not reference student names, and must not defame any individual/s by name. Public comments that do not abide by these requirements will not be shared publicly.

2. Board Comments

Jarvis Caldwell - Thank you to Mrs. McClelland for arranging for this weekend's Town Hall at New Summit. Representatives Rose Pugliese and Don Willson are holding a town hall meeting on School Safety featuring guest speaker Laura Carno from FASTER Colorado. Saturday, Oct 14th from 10-12p at New Summit Charter Academy cafeteria.

3. Executive Director Comments

Gym Completion is projected for our return from fall break Oct 23rd.

Water mitigation precautions have been put in place while UBG is also looking forward to back up Systems for sump pump, power outages and water threshold alarms.

The final inspection indicated that there are some sidewalk issues that will need to be addressed.

The Ribbon Cutting date has been postponed until after we have occupancy.

The CHSAA Inspection of the gym went very well, and they are only waiting to review our Facility Agreements.

The External Review went extremely well. The reviewers were very pleased with what they saw and we received some very positive feedback. Specifically on the positive culture of our school.

Our Site Plan update is here again. This is being worked on and is due Friday.

Our teams qualified for approximately \$50k for items teachers wanted for their classroom.

Our Resolution Committee has been formed - Brad Miller, Kim McClelland, Michelle Ruehl & Ben Partridge.

E. Consent Agenda/Written Reports (Chair, 6:20 pm)

1. Minutes from the 06 September 2023 Meetings (Tara Jennings)
2. Update on Enrollment & Waitlist (Kelsey Jones)
3. Update on Marketing (Nikki Reichart)
4. Update on Personnel (Maureen Hilborn)
5. Update on Construction & Facilities (John Coppin)
6. Update on Safety & Security Program (John Coppin)
7. School Events & Board Participation Opportunities (Tara Jennings)
8. SAC Updates (Jenn Reissig)

I move that we approve the Consent Agenda for the Oct 11, 2023 NSCA Board Meeting.

1st Motion: Jessica Garcia - 2nd Motion: Michelle Ruehl -

Discussion: None -

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Eric Davis	Jarvis Caldwell	Jessica Garcia	Ben Partridge	Michelle Ruehl
Yes -	Yes -	Yes -	Absent -	Yes -

Passed -

F. Information (6:25 pm)

1. Review of Unified Improvement Plan (UIP) (Jenn Reissig)

A UIP is a state requirement that exams how a school is performing and steps to take to make improvements for student success. Analytical Discoveries works with state testing scores, NWEA and Dibels to complete this report. Based on the report, for this school year we will be focusing on developing and refining our MTSS (Multi Tiered System of Support) process, implementing our new mathematics program

Coincided with External Review and really helped to pull the big picture together.

2. Review Quarterly Financial Report July – September (Glenn Gustafson)

Mr. Gustafson was on remotely. He reviewed the Quarterly Finance Report. Our original budget that was adopted on a projected higher number of enrollments. We are down approximately 35 students (October Count is not certified yet) but we lose MLO funds plus the per pupil Operating Revenue.

Our original budget will be off by approximately \$500k.

We are getting the books tighter and tighter. It will be a more realistic budget with the finalized count. Mr. Gustafson is still working on the ERTC.

Mrs. McClelland spoke to the low enrollment, and will work with the Registrar to get some of those statistics. Most schools are either flat or down. There is a decrease in enrollment state wide. They do think that one of the biggest factors influencing this is housing costs.

We will be more conservative in projecting next year.

3. Preschool Update (Maureen Hilborn)

Using UPK now. We had 35 UPK spots

We have adjusted our program and can offer 15 more spots.

UPK is charging more than we actually charge. We are looking at our costs, gradually to remain competitive and inline with what we offer.

We are averaging approximately \$7000 a month more with UPK. Pouring the extra into healthy snacks for am and pm snacks, parents providing just their lunches.

Mrs. Hilborn also purchased Eureka Preschool math curriculum program for exposure to concepts.

Full day is \$850 which is approximately \$200 less than preschool around us. However, those around us are less curriculum/school minded and more daycare with 12 hour days.

Mrs. Hilborn gave an update on the PreSchool Playground progress.

4. Uniform Discussion (Kim McClelland)

Mrs. McClelland reviewed the policy from 2019 which showed only 2 areas that were gender specific.

Approximately 2021 the wording was changed to just "students". The administrative team will need to look at this and make sure that these pieces mirror what we believe as a school. Colors and variations on color will have to be discussed, socks, polos etc. Staff and students will also need to be reminded of

dress codes and then re-enforced. The board gave Mrs. McClelland and the administrative team will begin this process.

5. Safety & Security Communication (Kim McClelland)

The decision making team met today regarding the applications for the SSO-cc. After much discussion some areas were identified and the decision was made to pause on the implementation of the concealed carry portion of the program to research and fill in the identified gaps. Will have a revised policy for the board to review for the November Board meeting. We have received our signs for Armed Staff on Premises. The letter to the public was drafted and is in the board packet. This will be revised as well before publication.

G. Discussion (7:25 pm)

- 1.

H. Action

- 1.

I. Other Items

- 1.

J. Adjourn (Chair, 8:06 pm)

I move that we adjourn the Oct 11, 2023 NSCA Board Meeting.

1st Motion: Jarvis Caldwell - 2nd Motion: Jessica Garcia -

Discussion: None -

Discussion Comment:

- *Roll Call:*

<i>Chair</i>	<i>Vice Chair</i>	<i>Secretary</i>	<i>Treasurer</i>	<i>Director</i>
<i>Eric Davis</i>	<i>Jarvis Caldwell</i>	<i>Jessica Garcia</i>	<i>Ben Partridge</i>	<i>Michelle Ruehl</i>
<i>Yes -</i>	<i>Yes -</i>	<i>Yes -</i>	<i>Absent -</i>	<i>Yes -</i>

Passed -

Scribe

Tara Jennings

Action Items

-
-

Next Meeting Agenda Items

-
- Oct 26th Work Session

- Nov 8th Quarterly Dashboard Review
- Final October Count Update
- Dashboard Review