

# Colorado Skies Academy



Meeting Minutes: Wednesday, June 5, 2019  
Approved July 2, 2019

**Date/time:** Wednesday, June 5, 2019 Started: 5:05 PM Ended: 6:45 PM  
**Location:** Wings Over The Rockies 7711 E Academy Blvd, Denver, CO 80230 Call In Number 661-258-3204  
**Purpose/notes:** Regular Scheduled Meeting  
**Chaired by:** Steve Goodman  
**Minuted rec. by:** Kim Lytle  
**Status:** Minutes drafted

## Meeting documents

22 documents attached to agenda items below

## Agenda

### 1. Opening Items

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#### 1.1. Call The Meeting To Order - 5:05

**Status:** Completed

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#### 1.2. Roll Call

Mark, Steve, April, Chris, Christa, Tammi and Hethyr are present.

Jenny and Ralph are absent.

**Status:** Completed

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#### 1.3. Approve Agenda

Motion Made - Steve

Seconded - Tammi

Passed Unanimously with Jenny and Ralph absent

**Status:** Completed

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#### 1.4. Approve Minutes

Motion Made - Steve

Seconded - Mark

Passed Unanimously with Jenny and Ralph absent

**Status:** Completed

- Minutes-2019-05-07.pdf
  - Minutes-2019-05-14.pdf
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### 2. Public Comments



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## 2.1. Public Comments

Public comments can be permitted. Maintaining order and a professional environment while the public is respectfully heard protects the board's ability to efficiently accomplish the public's business.

No public comments were made.

**Status:** Completed

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## 3. Consent Items

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### 3.1. Personnel Report

Motion Made - Steve

Seconded - Chris

Passed Unanimously with Jenny and Ralph absent

**Status:** Completed

- Personnel Report\_CSA 6.3.19.pdf
- 

### 3.2. Modular Documentation

Motion Made - Steve

Seconded - Chris

Passed Unanimously with Jenny and Ralph absent

**Status:** Completed

- Colorado Skies Academy - A201-2017 - Final.pdf
  - Colorado Skies Academy - AIA A101-2017 Exhibit A Insurance and Bonds - Final.pdf
  - CSA JHL Final Contract (1).pdf
  - CSA Modular Leases Agreement.pdf
  - Will-Serve-Letter-Request.pdf
- 

### 3.3. Additional & Revised Traffic Study

Motion Made - Steve

Seconded - Chris

Passed Unanimously with Jenny and Ralph absent

**Status:** Completed

- CSA-2019.04.17-Kimley\_Horn\_Traffic\_Study\_Proposal (1) (1).pdf
  - CSA-2019.05.28-Kimley\_Horn\_Traffic\_Study\_Proposal\_Amendment.pdf
- 

### 3.4. Evaluation of iLEAD Schools Development Services

Motion Made - Steve

Seconded - Chris

Passed Unanimously with Jenny and Ralph absent

**Status:** Completed



- Evaluation of Services\_ Education Management Provider.pdf
- 

### 3.5. Wings Over The Rockies and CO Skies Academy MOU

Motion Made - Steve

Seconded - Chris

Passed Unanimously with Jenny and Ralph absent

**Status:** Completed

- Wings Over The Rockies and CO Skies MOU.pdf
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### 3.6. Capital Campaign Contract

Tabled To Next Meeting

**Due date:** 7/2/2019

**Status:** Deferred: 7/2/2019

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## 4. Discussion And Communication Items

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### 4.1. Enrollment Report

Kim Lytle presented and answered questions regarding enrollment.

**Status:** Completed

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### 4.2. Committee and Board Training Reports

Grant Required Board Training - Due June 30

Diversity and Outreach Committee

Parent/Student Outreach

New Building/Facilities (Safety and Security)

Curriculum

Hiring/Staffing

Aerospace/Aviation Corporate Fundraising/Outreach

Kim and Cassandra will assign State needed Board Training Modules to finish by June 30.

Tammi reported on Parent/Student Committee, the events happening, and parents who are already involved in the school.

Chris reported on Facilities Committee as it pertains to Safety and Security and recommended forming another committee to focus specifically in this topic.

Zach reported on curriculum being in alignment with the CDE standards.

Zach reported on hiring of staff as it pertains to enrollment.

Steve reported that a consultant firm was hired to assist with fundraising.



**Status:** Completed

- Colorado Skies Academy CCSP Training Request Form.docx
  - CSA Board Training Update 5-7-19.pdf
  - CSA Committees.pdf
  - CSA Grant Tracker - Year 0-2.pdf
  - Online Board Training Modules.pdf
- 

#### 4.3. Grant Required Fiscal Training

45 Minute Training By Lori Deacon

Lori Deacon reviewed a State required financial training and answered questions.

**Status:** Completed

- BOD training docs.pdf
  - BOD training docs-financials.pdf
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#### 4.4. Operator Report

Kim Lytle reviewed the Operator Report and answered any questions.

**Status:** Completed

- May 2019 - Colorado Skies Academy Operator Report.pdf
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#### 4.5. School Mission Statement

Colorado SKIES Academy (CSA) provides a high-quality educational program that will prepare young people for advanced education and careers in the aviation and aerospace industries. Utilizing a rigorous project-based learning methodology, CSA will provide a high-quality STEAM (Science, Technology, Engineering, Arts/Design, and Mathematics) middle-school education for students in grades 6-8.

The Board reviewed and discussed the current Mission Statement.

**Status:** Completed

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### 5. Action Items

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#### 5.1. Student Data Privacy Policy

Motion Made - Steve

Seconded - Chista

Passed Unanimously with Jenny and Ralph absent

**Due date:** 6/5/2019

**Status:** Deferred: 6/5/2019

- Student Data Privacy Policy.pdf
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#### 5.2. Multi-Year Budget

Lori presented the multi-year budget and answered any questions.

There was no action taken.



**Status:** Completed

- CSA multi-year BUDGET -ACTIVE.pdf
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## 6. Executive Session

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6.1. Purchase, acquisition, lease, transfer or sale of any real, personal or other property interest.

[C.R.S. § 24-6-402(4)(a).]

**Status:** Completed

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6.2. Conferences with attorney for the purpose of receiving legal advice on specific legal questions

[C.R.S. § 24-6-402(4) (b).]

**Status:** Completed

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6.3. Matters required to be kept confidential by federal or state law or rules and regulations

[C.R.S. § 24-6- 402(4)(c).]

**Status:** Completed

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6.4. Specialized details of security arrangements or investigation

[C.R.S. § 24-6-402(4)(d).]

**Status:** Completed

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6.5. Personnel matters

[C.R.S. § 24-6-402(4)(f).]

**Status:** Completed

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6.6. Consideration of documents protected under the nondisclosure provision of the Open Records Act

[C.R.S. § 24-6-402(4)(g).]

**Status:** Completed

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6.7. Discussion with individual students

[C.R.S. § 24-6-402(4)(h).]

**Status:** Completed

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6.8. Report Of Closed Session

The board must maintain a log of the amount of time spent on each topic during executive session and include the log in the minutes for that session.

No Executive Session Held

**Status:** Completed

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## 7. Board Comments



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### 7.1. Board Comments

Kathleen reported that an iLEAD Org. Chart is pending.

The Board Requested a list of names/contact information of contractors and vendors currently in place.

Kim will reach out to legal counsel for a formal contract, as requested.

**Status:** Completed

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## 8. Closing Items

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### 8.1. Next Meeting Date - July 2, 5:00 CO Skies Academy and/or Blue Skies

Possible Need For Future Special Meetings - 24 Hour Notice or Set Calendar Now

The Board will call Special Meetings as is needed between now and July 2.

**Status:** Completed

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### 8.2. Adjournment - 6:45

**Status:** Completed

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