

## MEETING MINUTES - Colorado Skies Academy

### Meeting

<b>Date</b>	Thursday, September 24, 2020
<b>Started</b>	5:38 PM
<b>Ended</b>	7:42 PM (MST)
<b>Location</b>	Colorado SKIES Academy 13025 Wings Way, Englewood, CO 80112 Zoom Meeting: <a href="https://zoom.us/j/7724665686">https://zoom.us/j/7724665686</a> Meeting ID: 772 466 5686 Dial in Number: 1-669-900-6833
<b>Purpose</b>	Regular scheduled meeting
<b>Chaired by Recorder</b>	Christa Coryell

### Attendance

<b>Present:</b>	Suzanne Acheson, Lynn Boop, Christa Coryell, Lori Deacon, Ralph Forsythe, Jonelle Godfrey, Christina Jeffrey, Amer Kuric, April Lanotte, Carla Sanchez, Chris Swathwood, Chris West, Elaine Williamson
<b>Regrets:</b>	Espi Briones
<b>Absent:</b>	Shannon Barragan, Natasha Baugh, Yvette Brown, April Cauthron, Dawn Evenson, Jenny Johnson Barker, Kim Lytle, Monique Myers, Manuel Ortega, Amber Raskin, Mark Van Tine

### Meeting documents

### Minutes

## 1. Opening Items

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### 1.1. Call The Meeting To Order

Meeting Called to order at 5:38 p.m. by Christa Coryell

**Status:** Completed

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### 1.2. Roll Call

Roll Call led by: Christa Coryell

Attending: Christa Coryell, Chris Swathwood, Carla Sanchez, April Lanotte, Chris West, Christina Jeffrey, Ralph Forsythe

Absent: Mark Van Tine, Jenny Barker

**Status:** Completed

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### 1.3. Approve Agenda

Christa move to approve agenda with modification to change 4.7 to Action item 5.4

Ralph second

Passes unanimously

**Status:** Completed

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#### 1.4. Approve Minutes

Motion to approve the August 27, 2020 meeting minutes: Christa Coryell

Second: Christina Jeffrey

Approved unanimously

**Status:** Completed

- CSA\_Minutes-2020-08-27.pdf
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## 2. Curriculum Moment

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### 2.1. Curriculum Moment

Suzanne Acheson - Exploratorium is the Curriculum Moment

**Status:** Completed

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## 3. Public Comments

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### 3.1. 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 comments from the public

**Status:** Completed

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## 4. Discussion And Communication Items

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### 4.1. Director Report

Suzanne Acheson, Director provided a Director Report to the board.

- Charter Grant updates - CCSP grant funds not used for year 2 were transferred to year 3
- Enrollment update - currently have a waiting list in 7th and 8th grade.
- CCSD Annual review - authorizer provided first annual review providing a good baseline for areas to strengthen.
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**Status:** Completed

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### 4.2. Service Provider Report

Jonelle Godfrey, Consultant Maker Learning Network, provided the board with the Service Provider Report for the month of August.

Elaine Williamson, Director of Design Maker Learning Network, provided the board with a look at the history of the construction of the facility from start to finish.

**Status:** Completed

- August 2020 Colorado SKIES Academy Service Provider Report - Sheet1.pdf
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#### 4.3. Financial Report

Lori Deacon, Consultant Maker Learning Network, provided the board with an update on monthly financials.

- Update on the audit - a draft is almost ready

**Status:** Completed

- CSA FY21 financials 202008.xlsx
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#### 4.4. Committee and Board Training Reports

Building and Facilities

Curriculum

Aerospace/Aviation Corporate Fundraising/Outreach

Safety and Security

Building and Facilities committee update - Ralph Forsythe

- Working through internet issues as the school waits for fiber cable to be installed. There is a satellite bridge in place now. Reviewing wireless installation to improve connectivity
- Working on a cell phone booster to fix access points

Curriculum committee update - April Lanotte

- No update

Aerospace/Aviation Corporate Fundraising committee update - Christa Coryell provided an update for Mark Van Tine

- Mark is working on a grant with a private foundation. More information next month

Safety and Security committee update - Chris Swathwood

- The system is up and running

Board Development Committee update - Chris West

- Chris provided an update on Board member assessment to identify the representation on the board and areas where the board might want to focus recruitment efforts.

**Status:** Completed

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#### 4.5. Parent University Update

Christa Coryell worked with Suzanne Acheson for the upcoming Parent University.

Christina Jeffrey is working with a parent to help provide a training on Schoology. Tentative date for October 9th.

**Status:** Completed

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#### 4.6. Contract Review

Christa Coryell led a discussion on the request by the board for a review of contracts that the school has engaged in through CSA and Maker Learning Network.

Suzanne Acheson provided an update on several contracts have been signed since the last board meeting.

**Status:** Completed

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## 5. Action Items

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### 5.1. Consider/Approve Service Provider Agreement

Ralph Forsythe discussed extending the existing contract between CSA and the Maker Learning Network with a few modifications including an amendment.

A Letter of Intent outline the membership of the building LLC will accompany the Agreement.

Amer Kuric will circulate the Agreement and Letter of Intent for signature once approved.

Motion to approve the amendment to the Service Provider Agreement as well as the Letter of Intent and the board will review at the next board meeting - Christa Coryell

Second - Ralph Forsythe

Motion passes unanimously

**Status:** Completed

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### 5.2. Consider/Approve Director Evaluation

April Lanotte presented a Director Evaluation for the board to review.

Motion to accept the Director Evaluation form - April Lanotte

Second - Chris Swathwood

Passes unanimously

**Status:** Completed

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### 5.3. Review/Approve Year 2 & 5 goals

Suzanne Acheson presented to the board - Goals for years 2 and 5

Goals included the following:

- Academic
- Social Emotional
- School Culture

The board will form a SAC committee.

Motion to approve the Year 2 and 5 goals for CSA - Christa Coryell

Second - Christina Jeffrey

Motion passess unanimously

**Status:** Completed

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### 5.4. Review Class size limitations

Ralph Forsythe provided an update on class size limitations given that current enrollment class sizes are exceeding the current limitation in certain grades. Motion to grant the school director authorization to extend class size



limitation to 30 per class and no later than October 30th, within state and/or local health guidelines, when necessary to facilitate staff augmentation and student enrollment.

Motion made by Ralph Forsythe

Second Chris Swathwood

Passes unanimously

**Status:** Completed

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## 6. Board Comments

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### 6.1. Board Comments

No comments

**Status:** Completed

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## 7. Closing Items

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### 7.1. Next Meeting Date

Next Meeting Date: October 22, 2020 at 5:30pm

**Status:** Completed

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### 7.2. End of Open Session

Open session Meeting adjourned at 7:42pm

Christa motion

Second Ralph

**Status:** Completed

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## 8. Executive Session

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### 8.1. Specialized details of security arrangements or investigation

[C.R.S. § 24-6-402(4)(d).]

**Status:** Completed

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### 8.2. Report Of Executive 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.

The board spent 46 minutes in Executive Session

**Status:** Completed

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Motion to approve the Meeting Minutes made by

Christa



Seconded by Christina

Approved  Yes  No

Declined  No  Yes

Tabled:  Return to committee named: \_\_\_\_\_  Further action needed:

Date Approve/Declined: Oct 22, 2020 By: Jerry Baker