

## MEETING MINUTES - Colorado Skies Academy

### Meeting

<b>Date</b>	Tuesday, November 12, 2019
<b>Started</b>	5:12 PM
<b>Ended</b>	8:23 PM (UTC-07:00) Mountain Time (US & Canada)
<b>Location</b>	Colorado SKIES Academy 13015 Wings Way Englewood, CO . 80112 Please go to B2 the main office to check in and we will meet in C2 this month.
	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</b>	Christa Coryell
<b>Recorder</b>	Jenny Johnson Barker

### Attendance

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

### Meeting documents

#### Documents attached to agenda items

- CO Skies-Minutes-2019-10-08.pdf
- Minutes-2019-10-22.pdf
- Personnel Report\_CSA 11.7.19 - Google Docs.pdf
- iLead Loan Agreement Signed CSA BoD.pdf
- Wings Loan Agreement Signed CSA BoD.pdf
- School Director's Report 11.12.19.docx
- October 2019 Colorado Skies Academy Operator Report - Sheet1.pdf
- CSA FY20 financials 201910.xlsx
- Website and Log In Information - CSA Board Training Update 5-7-19 (4) (3) (2) (2).pdf
- Year 1 Assigned Online Board Training Modules - Due June 30 (4) (1).pdf
- Colorado Skies Academy\_Case Statememt\_Final.pdf
- CSA Development Plan Draft Summary - 11-10-19.docx
- CSA Donation Envelope.pdf
- CSA Pledge Card.docx
- CSA Slides.pptx
- CSA Web Pages\_Final.pdf
- SY2020-21 CCSD Calendar.pdf
- 2020-21 Calendar.xlsx
- DRAFT - Restated CSA Bylaws - Nov. 2019.docx
- School Director Evaluation.docx

### Minutes

## 1. Opening Items

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### 1.1. Call The Meeting To Order

**Status:** Completed

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### 1.2. Roll Call

**Status:** Completed

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### 1.3. Approve Agenda

Motion to approve agenda by Christa; second by Mark; all approved.

**Status:** Completed

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### 1.4. Approve Minutes

Motion to approve minutes of October 22 and November 12 meetings made by Christa; second by Mark; all ap

**Status:** Completed

- CO Skies-Minutes-2019-10-08.pdf
  - Minutes-2019-10-22.pdf
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## 2. Curriculum Moment

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### 2.1. Curriculum Moment

Learner Spotlight

Student Jed Kleck and his mother, Melody Kleck, described the 6th grades group project and role during the high altitude balloon launch experiment.

**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 public comments.

**Status:** Completed

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## 4. Consent Items

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### 4.1. Personnel Report

Motion to approve Consent Items by Mark; second by April; all in favor.

**Status:** Completed

- Personnel Report\_CSA 11.7.19 - Google Docs.pdf
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## 4.2. PLOM Supplement

Christa made motion to amend agenda to include the PLOM Supplement as an action item; second by Ralph; all in favor.

Motion made by Mark to accept and ratify Christa's signature on the Colorado Skies PLOM Final as long as she verifies that the changes in the document did not go beyond the changes made at the October 22, 2019 meeting; second by Chris S.; all in favor.

**Due date:**

**Status:** Completed if (!string.IsNullOrEmpty(node.TaskCompletedDate)) { () }

- iLead Loan Agreement Signed CSA BoD.pdf
  - Wings Loan Agreement Signed CSA BoD.pdf
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## 5. Discussion And Communication Items

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### 5.1. Director Report

**Status:** Completed

- School Director's Report 11.12.19.docx
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### 5.2. Operator Report

**Status:** Completed

- October 2019 Colorado Skies Academy Operator Report - Sheet1.pdf
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### 5.3. Financial Report

**Status:** Completed

- CSA FY20 financials 201910.xlsx
- 

### 5.4. Committee and Board Training Reports

Building and Facilities

Curriculum

Aerospace/Aviation Corporate Fundraising/Outreach

Safety and Security

Board Training Modules

**Status:** Completed

- Website and Log In Information - CSA Board Training Update 5-7-19 (4) (3) (2) (2).pdf
- Year 1 Assigned Online Board Training Modules - Due June 30 (4) (1).pdf
- Colorado Skies Academy\_Case Statement\_Final.pdf
- CSA Development Plan Draft Summary - 11-10-19.docx
- CSA Donation Envelope.pdf
- CSA Pledge Card.docx
- CSA Slides.pptx
- CSA Web Pages\_Final.pdf

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## 6. Action Items

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### 6.1. Board Membership

Victoria Renewed resigned; withdrew son from CSA.

Tammi Hoerner has requested to rejoin the BOD.

Chris West has applied to join the BOD. Has two sons currently attending CSA.

Motion to approve that Tammi Hoerner be added as a member of the BOD, term to end May 2021, made by Christa, second by April, all in favor.

Motion to approve that Chris West be added as a member of the BOD, term to end May 2022, made by Christa, second by Chris S, all in favor.

**Due date:**

**Status:** Completed if (!string.IsNullOrEmpty(node.TaskCompletedDate)) { () }

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### 6.2. Colorado SKIES Academy 2020-2021 school calendar and work calendar

Suzanne will poll the parents and facilitators regarding the 1/2 day on Fridays.

**Due date:** 12/10/2019

**Status:** Not started if (!string.IsNullOrEmpty(node.TaskCompletedDate)) { () }

- SY2020-21 CCSD Calendar.pdf
  - 2020-21 Calendar.xlsx
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### 6.3. Review bylaws

Motion to approve Bylaws made by Christa w/ edit of school address being made to 13015 Wings Way; second by Jenny; all in favor.

**Due date:**

**Status:** Completed if (!string.IsNullOrEmpty(node.TaskCompletedDate)) { () }

- DRAFT - Restated CSA Bylaws - Nov. 2019.docx
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## 7. Executive Session

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### 7.1. Personnel matters

[C.R.S. § 24-6-402(4)(f).]

**Status:** Completed

- School Director Evaluation.docx
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### 7.2. 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 was in executive session from 7:33pm - 8:23p

**Status:** Completed

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## 8. Board Comments

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### 8.1. Board Comments

There were no BOD comments.

**Status:** Completed

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## 9. Closing Items

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### 9.1. Next Meeting Date - December 10 at 5:00pm

**Status:** Completed

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### 9.2. iLEAD All Boards Retreat Dates - January 24 and 25, 2020

**Status:** Completed

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### 9.3. Ground Breaking ceremony on December 13 at 12:30pm

JHL providing refreshments, shovels, hardhats and other miscellaneous items for the celebration.

**Status:** Completed

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### 9.4. Adjournment

Meeting adjourned at 8:23pm by Christa.

**Status:** Completed

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