



## Meeting Minutes

### Challenge to Excellence Charter School

#### Governing Council – Regular Meeting Monday, March 12<sup>th</sup>, 2007

#### Call to Order 6:06 P.M.

Roll Call: JD Nash, Lilly Williams, Carla Little, Paulette Gleason, Lou Anne Woodward, Julia Cooper, Mrs. Tallakson

Agenda approved with the addition of Leslie speaking on the bond issue during monitoring reports.  
**Paulette moves to approve the Agenda, Second by JD Nash; Motion Carries**

#### Minutes Approved

#### Public Comments

Susan Perkins – 10730 Flagler Drive Parker Co 80134 – Susan: presented a PTO plan to Leslie. She said the “sub committees” on SAC s%#! (Another word for stunk). She has contacted other schools and there are never less than 70 parents present. She wanted to see what other schools do, how they run, purpose, etc. She wants our PTO to be like the others.

Steve Perkins- 10730 Flagler Drive Parker Co 80134 - he wanted to follow up on the policies that he'd been reading. He gathered from the financial comments at last month's meeting, there was 500k in reserve and he thought the reserve was going to add 1M. Did he understand policy for the 85k and what is the reason for a reserve?

Also, he asked as far as the END POLICY: how does this school evaluate itself against peer schools? He got the feedback it was “CSAP” scores alone. He's done his own analysis and it's “troubling.” What is our response to this? He analyzed in a 10 mile radius of the zip code, 80134, C2E's CSAP math score was in the bottom 38%; reading & writing scores were in the bottom 65%. What are our responses and do we have answers to that?

Lily responded that Council will look into his comments, discuss and get back to him.

JD responded in regards to the financial questions: C2e has many different reserve funds:

- 1: Part of our initial funding deal was to keep monies on hand to buy down our loan.
- 2: Tabor is an emergency fund that every governmental entity is required to have. In other words; money that C2E is required by law to have, but can not use.

Paulette Gleason – 16464 Roan Place, Parker, Co 80134: Where are we going with class size in the future? Are we going to set a limit, etc.? According to our Ends Statements, we need to stay within our smaller class size (22) max. We need to make sure our class sizes are small enough to give each child the individual time they need. Also, the smaller size enable the teachers to give more to each student. Could smaller class size bring more students to the school?



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Leslie said that our policy is 22 or 23 kids per class. Prior to her being director, there were already 24 kids in a class.

The executive session has to be delayed due to Bill Bethke not being present. Julia makes a motion to continue with the meeting and move into Executive Council whenever legal council arrives. JD seconds, motion passes

#### Monitoring Reports

Leslie Tallakson

- On student free day Leslie Tallakson spent time with teachers in a training session on thought process, teaching to all the students, not just the middle students. Over all response from teachers, “was a GREAT DAY!” She thanked the council for the extra teacher in-service day.
- Leslie went to The Academy Charter Accreditation and it was good.
- Linda Parker did a great job putting together CSAP.

Members reviewed monitoring reports and no questions were asked.

Julia makes a motion to accept the monitoring reports as is. JD seconds and the motion passes.

#### Bonding Issue

Carla Little

- Leslie and Donna have revised the budget, but we haven’t heard back from S&P. Charles Garcia felt like we were running our school efficiently and is taking our budget to S&P to get our rating.
- Leslie asked if she could give the financial planning and budgeting reports a month after actual date. This way the report will be ACTUAL numbers and would be accurate. Council agreed with this suggestion.
- Additionally Mrs. Tallakson stated that our Legal Council, Bill Bethke, has not yet sent out the letters; requested by the Governing Council, regarding Contracts, financial and legal concerns. Lily stated she would contact Mr. Bethke regarding these matters.

**Paulette Gleason moves to accept the Monitoring reports as presented. The motion was seconded by Julia Cooper, motion carries.**

Consent Agenda: Lily signed and made a motion to approve all consent items. JD seconds and motion passes.

#### Governing Council Communication with Owners:

Paulette Gleason

- Mariam Smiley redid the CHALLENGE TO ECELLENCE CHARTER SCHOOL feedback flowchart and we LOVE IT! Paulette and Leslie sat down together finalized the chart. The wording “director” will be changed to “Principal/CEO” and add the governing council logo. Julia will take care of making the changes, print out and put into Thursday folders.
- Julia will also change all the policies from the wording “director” to Principal/CEO.
- As far as the questionnaire goes: Carla and Paulette looked into doing the survey online. We may try to do it in the future. Leslie will decide what the prize will be for the class level(s) who



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return the most surveys. Surveys will go out in Thursday's folders with envelopes that state: "Attention Governing Council; Survey Enclosed; CONFIDENTIAL; please write in grade level(s). Julia will also take care of this task.

#### Policy Discussion:

Leslie Tallakson

- Homework for some of the middle school seems to be a difficult task for the students to turn in; whether it be on time or at all. LouAnn stated that parents have signed policy for completing homework and that it is in the student handbook. We are **CHALLENGE TO EXCELLENCE CHARTER SCHOOL**, and challenging our students/parents was one of the reasons for the naming of our school.
- PARENT PORTAL is vital tool that C2E has; council should "talk up" the portal.

As council; we can adopt a homework policy; as of now we support the director's decisions to address this problem as she sees necessary.

- JD addressed volunteer requirements: if we require volunteer hours, how do we monitor it? Can we make a policy for a Work Bond? We would require a list of expertise from parents. **HOW DO WE GET PARENTS TO VOLUNTEER?** Council will put this on the agenda and will go over the policy in the manual regarding this. We will require **NOT** request volunteerism.
- Carla addressed parent's communication: to verify, we **DID** establish a letter for complaints. Make sure our council chair responds to the complaint letter with a one line form letter; **WE'VE RECEIVED YOUR LETTER, THE COUNCIL WILL ADDRESS YOUR CONCERN AT POLICY LEVEL. IF THIS IS AN ADMINISTRATIVE ISSUE, IT WILL BE FORWARD AND HANDLED BY THE STAFF.** We would like to remind you to come to our council meetings for public response.
- Website: There was some concern by parents that the website is not being updated. Byron Ferguson emailed to the council how and when the C2E website is maintained. Since Byron has done this on a volunteer basis, Julia Cooper has volunteered to keep Council minutes updated on the website. Only current year minutes will kept on line. Julia is waiting for Byron to give her the necessary information, i.e.: passwords, to get the "webmaster" side of the website.
- Also, charter documents will be cleaned up. Julia will be responsible for keeping up the council information on the website. Julia will give council an update next meeting regarding what's on the website and what will be on the website in the near future.

JD Made a motion to enter into executive session at 8:10; LouAnn seconds the motion. Motion passes.

Julia made a motion to exit executive session at 8:35pm LouAnn seconds the motion. Motion passes.

Discussion regarding our legal council; JD mentioned he would like to see the following three documents on the wall of the school: The Constitution of the United States; Student's Responsibility, and Parent's Responsibility. Everyone agreed these would be a great addition to the school.



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JD made a motion to forgo the upcoming Governing Council election due to a lack of “letters of intent” due March 8 and/or nominations due March 12; and continue operating the Governing Council with the existing 6 members. Paulette seconds; motion passes.

JD made a motion to enter into executive session at 9:00 to resume discussion of legal council. Julia seconds; motion passes.

JD Made a motion to exit executive session at 9:30. Paulette seconds; motion passes.

Council discussed student’s personal conduct and responsibility. Can we incorporate this language into our charter? Is it legal? From 5<sup>th</sup> to 8<sup>th</sup> grade, 5% of the personal conduct/responsibility would be part of your grade average. We will check with Dick Bump, district attorney, at the re-charter meeting on Wednesday the 14<sup>th</sup>. This is a policy of excellence and meets the “Ends Statements.” Leslie Tallakson can and will draft this into the report cards and progress reports. The current language for this is in 1.3 in the Ends Statements.

Julia made a motion to adjourn meeting 9:45pm. JD Seconds the motion. Motion passes.