

**Union Colony Schools Board Meeting Minutes**  
**April 16, 2016**

**Members In Attendance:**

Chris Jeavons, President  
Jamie Wood, Vice President  
Teresa Berry, Secretary  
Helen Reed, Treasurer  
Robin Selders, Member  
Dahl Gehle, Member

**Administration in Attendance:**

Jim Anderson, Director of UCS  
Angie Emmons, Finance Manager

**Members Absent**

Mary Gabriel

The board meeting was held at Union Colony Elementary School, 1051 29<sup>th</sup> Street Road, Evans, CO on April 16, 2016. Meeting was called to order at 8:02 AM by Mr. Jeavons.

**Action Items**

- Consent agenda was reviewed. Ms. Wood made motion to approve. Ms. Berry, seconded. Agenda approved.
- Pension Liability removed from tax return as it is not a true liability; however, will note this on Section D of return. Mr. Jeavons made motion to authorize execution of Form 990 for fiscal year 2015. Second by Ms. Gehle. Motion passed.
- Board member was not elected via parent survey as there was not enough participation. The two remaining candidates will be interviewed by Mr. Jeavons, Ms. Wood, or Ms. Berry and they will make comments to board at the May meeting for board appointment. Motion to declare an invalid election with less than 25% participation by Mr. Jeavons. Second by Ms. Selders. Motion passed.
- 2016-2017 School calendar is still not finalized. Tabled for elementary to decide on school day hours. Mr. Anderson notifying school district that the calendar will be approved during the May Board meeting.

**Discussion Items**

- 5 Principal Interviews scheduled for April 16, 2016 with goal to notify of selection by end of the week. There will be a meet and greet on April 29<sup>th</sup> with the new principal. Almost fully staffed for next school year. Still looking for paras and choir/orchestra interviews were held on April 15<sup>th</sup>.
- Budget will be updated with salary information as hiring occurs. Elementary voted on budget on 4/15. Prep will vote on 4/22. Still waiting to see if a grant will be available for another counselor. Jim Neyblade will be obtaining certification and will be Transportation Director with Shelby, Mike and Jim running bus routes.
- Survey showed a good chance that mill levy will pass. UC will secure in writing proportional share based on October count.

**Board Report**

- Board has completed Module 18.
- Ms. Reed will email invitation for Director's review via Survey Monkey. Once completed Board will review results in May in an Executive Session. Mr. Anderson will send Board his progress on his goals and provide goals for next year.
- Mr. Jeavons will compose an article about the budget for the May Board Corner of the school newsletter. Additionally, the article about the math curriculum will go in as well.
- Policy Review of DJA Expenditure of Funds will be updated and definition of "restricted check" will need to be looked into. DIF Internal Control Policy will be updated to note that department specific invoices will be reviewed by individual departments.
- Staff appreciation luncheon quotes were reviewed. Board decided on Dicky's Barbeque. Need to find out if they offer discounts and need to update quotes with tax exemption status. Ms Emmons will take care of payment.

**Director Report**

- Assessments going well. Zero opt outs at the Prep school. Four opted out at elementary school.
- Middle school orientation had a good turnout.
- Will be meeting with website develop for quotes on upgrading website.

**Finance Report**

- Everything is on track. At risk funding won't change by moving 6<sup>th</sup> grade to Prep school.

**Departments Report**

- 41 Students will be graduating.
- Jazz festival has been canceled for now.

**Adjournment**

- Motion to adjourn at 9:25 am by Ms. Reed. Second by Ms. Selders. Motion passed.

**Next meeting will be May 21st at 9 am at the Union Colony Prep School.**