

Union Colony Schools Board Meeting Minutes
May 21, 2016

Members in Attendance:

Chris Jeavons, President
Jamie Wood, Vice President
Helen Reed, Treasurer
Robin Selders, Member
Mary Gabriel, Member
Dahl Gehle, Member

Administration in Attendance:

Jim Anderson, Director of UCS
Anna Knudson, Business Manager

Members Absent:

Teresa Berry, Secretary

The board meeting was held at Union Colony Preparatory School, 2000 Clubhouse Dr., Greeley CO on May 21, 2016. Meeting was called to order at 9:00 am by Mr. Jeavons.

Executive Session

- Motion by Mr. Jeavons to enter into executive session to prepare and discuss the annual performance evaluation of the Executive Director as allowed by section 24-6-402(4)(f). Second by Ms. Selders. Motion passed.
- Board entered executive session at 9:05 am. Ken Hicks, was invited into the executive session to participate in the discussion.
- Motion by Mr. Jeavons to adjourn the executive session and return to the public meeting. Second by Ms. Wood. Motion passed. Executive session adjourned at 9:40 am.

Action Items

- Consent agenda was approved. Motion by Ms. Wood, Second by Ms. Selders. Motion passed. Consent agenda included:
 - Approval of April 16, 2016 Board Minutes
 - Approval of 2016-2017 school calendar, including board meeting dates
 - Approval of 2016-2017 contract renewals & personnel assignments
 - Approval of Board policy update DIF – “Internal Control Policy”
 - Approval of Board policy update DJA – “Expenditure of Funds”
 - Approval of Board policy update DKA – “Payroll Information”
- Motion by Ms. Gabriel to appoint Weston Edmunds to the elementary parent-director position effective June 1, 2016 for a three year term. Second by Ms. Gehle. Motion passed.
- Mr. Jeavons reported that the Building Corporation has appointed Ken Hicks to the building corp appointed director position effective June 1, 2016 for a three year term.
- Preliminary 2016-17 budget was reviewed. Budget is based on enrollment of 444 K-5 students and 453 6-12 students. Budget includes a reserve transfer for non-recurring items including, purchase of an additional bus, UCES math curriculum, new phone

system, and elementary computer lab. Budget includes a step increase for staff and the recovery of one frozen step from past. Mr. Jeavons moved to approve budget. Second by Ms. Selders. Motion passed.

Discussion Items

- Ken Wildenstein introduced himself. Ken will be the elementary school principal. Ken is currently the Dean of Students/Athletic Director at Weld Central Middle School. Ken's contract starts August 1, 2016.
- Board discussed the appropriation plan for funds from a possible mill levy. Mr. Anderson and Mr. Jeavons are preparing a letter to District 6 outlining our plans and needs, including staffing, technology, and curriculum.
- Union Colony was not selected to receive a grant from the School Counselor Corps Grant Program. The program received 3 times the number of requests for funding over what it had to award. The Board encouraged Mr. Anderson to continue to look for grant funding opportunities.

Board Report

- The Board reviewed policies DKS, DN, EBAB, EBBB, EBCE, AND EBCE-R. Policies will be updated for grammar and terminology corrections. Updates to these policies will be an action item for the June board meeting.
- The Board discussed the need for an annual evaluation process for the Board. Work will be done next year to formalize the process. The Board discussed the Board effectiveness for the past year and areas of strengths and weaknesses.
- The Board recognized Mr. Jeavons and Ms. Selders for their work on the Board and thanked them for their service.

Director's Report

- A new website for UCS will be launched by the end of June.
- Mr. Anderson has informed ABC Bright School-Age Center of next year's earlier release time for the elementary school, and they will be able to continue to provide services. The elementary school will be released at 3:35 pm for the 2016-17 school year.
- Communication guidelines are being worked on and will be discussed with the Board at the June board meeting.
- Year to date financials were reviewed.

Adjournment

- Meeting was adjourned at 11:20 am.

EXPENSE AUTHORIZATION/REIMBURSEMENT

MILEAGE REIMBURSEMENT

Employees traveling on approved school business using their own vehicles may be reimbursed from budgeted monies on a per mile basis. The reimbursement must have the Director's/~~Principal's~~ approval.

OTHER DISTRICT EXPENSE REIMBURSEMENT

Employees may be reimbursed for actual and necessary expenses, other than mileage, while on authorized School business. The reimbursement must have the prior approval of the Director/~~Principal~~.

Adopted: 8-1-07

Revised: 06.18.16

File: DN

SCHOOL PROPERTIES DISPOSITION

DISPOSAL OF MATERIALS AND EQUIPMENT

The disposal of all surplus materials and equipment may be handled in the following ways: all of which need the approval of Director/~~Principal~~ or School Board.

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|-------------------------|-----------|
| 1. Sold | |
| 2. Discarded | Donated |
| 3. Recycled | |
| 4. Donated | Discarded |

Adopted: 8-1-07

Revised: 06.18.16