**Union Colony Schools Board Meeting Minutes**

**10/20/18**

**Members in Attendance Administration**

Jamie Wood, President Jim Anderson, Director

Heather Bunyan, Vice President Kevin Rouse, UCPS Principal

Matt Walsh, Secretary Ken Wildenstein, UCES Principal

Sarah Mitchell, Member

Susan Ackerman, Member

**Members Absent**

Weston Edmunds, Member

Chris Nation, Member

**Actions Items**

* Consent Agenda was approved. Motion by Bunyan, seconded by Walsh. Unanimous vote. Consent Agenda included:
  + Approval of minutes from September 15, 2018 regular board meeting
  + Approval of Anna Hoag’s resignation (Business Manager)
  + Approval of hiring Kim Measner (Business Manager)
  + Approval of resignation of UCPS Board Member Susan Ackerman due to employment conflicts. Susan to remain on board until position filled.
  + Approval of resignation of UCPS Board Member Weston Edmonds effective immediately due to employment conflicts.
* Consideration of 2017/2018 Financial Audit. Motion to accept audit as presented by Ackerman, seconded by Bunyan. Unanimous vote.

**Discussion Items**

* Financial Report
  + Monthly Update - Angie Emmons. Revenue totals tracking high due to interest in checking account and ELPA grant funds exceeding budgeted amount. Title II funds will be larger than expected as well. (See amended budget). Salaries, bond payments both tracking low.
  + Amended Budget - Jim Anderson. Carry forward funds equal $2,689,300 after last year’s MLO taken out of line item and added back into general budget (fund transfer).. This year’s MLO funds just over $550,000, half of which is for salaries. Unencumbered MLO funds currently equal $167,600 (+ $75,800 coming back - last year’s unspent MLO). Bond monies - $300,000 remains to be spent, $125,000 of that left in abatement funds. (More on that in Executive Session).
* Technology Report - Tom Stokovaz. Goal is to make sure staff and students have technology that they need. Researching ways to increase bandwidth despite limited budget. Google / Chromebooks use much more bandwidth even though they cost less. Infrastructure is in place to increase bandwidth, however Erate limits certain choices. Discussion of e-mail retention in light of CORA regulations.
* Construction - Owner’s Representative Jeff Reid: Explanation of Close Out Checklist with anticipated completion dates and cost saving measures taken. Interior and exterior signage is up. Concrete floors to be re-worked over Christmas Break. West wall roof drainage issue fixed. Gym locker rooms completely accessible. Addressing issue of locking doors and gym access door to be flipped in/out. Asbestos Removal: There are two plans to deal with asbestos: Open air Demolition (cheaper, requires a State variance permit) and Shore Structure and Contained Demo (bagging blocks and lined dumpster). Asbestos contractor will apply for variance. Demo of middle section and west section of building to be done at same time to save set up costs. Demo to occur in summer 2019.

**Reports**

* Board
  + Module 29: Assessment and School Improvement planning
  + Newsletter
  + Strategic Plan, initial meeting to be set by Jim Anderson
  + Review of Board Bylaws. Review of bylaws by Jamie Wood, no updates needed
  + Open Board seats: Open seats to be appointed by the board. List of 10-12 potential replacements for Weston Edmunds and Susan Ackerman has been compiled.
* Director Report: Jim Anderson. Aims Community College to supply desks and chairs to Prep School. Special Ed costs through District 6 is $850 per child (autism clinic). Still owe $43,000 from last year. Meeting to occur with Deirdre Pilch to phase in payments due to sum being to large to absorb at one time. Highest number of referrals (40) this year for enrollment. Post cards and gift cards for referral paying off. Weston Edmunds to continue advertising for our school for free.
* Departments
* Correspondence
* Departments
  + Ken Wildenstein - 90% attendance rate from parents at PTC. Translation done by phone service, volunteers (8 Prep students) and a few parents. Ken and Mandy alternating days spent in classroom observations. Performance Assessment with teachers. Consultant won’t be used due to abrasive approach to task with teachers. Was informed by Ken she will not be consulted going forward. She was apologetic and let UCES out of the contract signed last year. Shifting from curriculum to standards driving instruction to increase performance. Looking to bring in restorative processes with hope of curbing repetitive behaviors. Two staff to attend training in Denver soon. Steps for reading program to achieve Brag Tag. Reading is increasing with students.
  + Kevin Rouse - External signage up at UCPS. 5K race raised $2000 plus for prom. UCPS received $5000 from Colorado Succeeds as a runner up. Homecoming went well with activities, dance and visiting in commons. Revamp the recovery class for accountability sake (Branson and Keystone). School trips to be planned with attention to cost. MS boys soccer was undefeated league champions. MS girls volleyball took 2nd in league tournament. PTC went well in the gym, heavily attended on Thursday night. Parents took tours of school. Kim Moore (District 6) technology makes count easier although Prep school numbers were down slightly.

**Other Business**

* 10/17 @ 7:00 PM Choir and Orchestra Concert
* 10/23 @ 6:00 PM MS Choir and Orchestra Concert
* 10/24 @ 6:00 PM 6-8 grade Strings Concert
* 11/2 @ 2:45 PM Prep Faculty Council
* 11/9 @ 3:00 PM Elementary Faculty Council
* 11/17 @ 8:30 AM School Accountability Committee (Unified Improvement Plan)
* 11/17 @ 9:00 AM Board Meeting at the Elementary

**EXECUTIVE SESSION** as authorized in C.R.S. 24-6-402(4) to discuss:

(a) Purchase, acquisition, lease, transfer, or sale of real, personal, or other property interest C.R.S. 24-6-402(4)(a)

And

(e) Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations; and instructing negotiators C.R.S. 24-6-402(4)(e)

Executive Session began at 09:51 and ended at 10:30 and included discussion of above topics only.

**Adjournment**  at 10:59 AM