

**Union Colony Schools Board Meeting Minutes**  
**11/17/2018**

**Members in Attendance**

Jamie Wood, President  
Heather Bunyan, Vice President  
Matt Walsh, Secretary  
Principal  
Susan Ackerman, Member  
Chris Nation, Member  
Veronica Armendariz, Member

**Administration**

Jim Anderson, Director  
Kevin Rouse, UCPS Principal  
Ken Wildenstein, UCES  
  
Mandy Bailey, UCES Vice Principal

**Members Absent**

Sarah Mitchell, Member

**Action Items**

- Consent Agenda was approved. Motion by Nation, seconded by Bunyan. Unanimous vote. Consent Agenda included:
  - Approval of minutes from October 20, 2018 regular meeting
- Consideration of Veronica Armendariz as Elementary Parent Board representative through May 2019. Motion to so appoint by Nation. Seconded by Ackerman. Motion passed unanimously.
- Consideration to purchase additional property (ShadowFax at 5311 20th Street Road) for campus expansion. Motion to purchase at \$300,000 and allow up to an additional \$15,000 for closing costs by Nation. Seconded by Walsh. Motion passed unanimously.
- Consideration of additional services from Diversified Consulting Services (Add Services #1). Motion to approve at roughly \$8000 by Nation. Seconded by Bunyan. Motion passed unanimously.
- Consideration of additional services from Diversified Consulting Services (Add Services #2). Motion to approve at roughly \$19,000 by Bunyan. Seconded by Nation. Motion passed unanimously.

**Discussion Items**

- Construction
  - Owner's Representative (not present). Application for asbestos variance permit has been submitted. Awaiting response. Punch list: floors to be redone over Christmas break. Exterior doors to be rekeyed to always remain locked from outside. Furniture/Fixtures/Equipment. Trophy cases returned after multiple delays to installation. Other style cases will be purchased and installed. Interior signage is complete. Summer 2019. Demolition of old building and installation of parking lot, playfield, fencing and landscape. (to include area of ShadowFax).
- Strategic Plan

- Ad hoc committee has been created and first meeting held. Next meeting to be held in January. District 6 notified UCS that we qualify to apply for a \$25,000 grant that can be used for an outside assessment as part of our strategic planning process. Applied for grant. Find out in mid-December if we get it.
- School Mint
  - Change to open enrollment website to include more than 3 schools for prospective student enrollment. UC schools will be listed among the school choices.
- Increased Special Education costs in District 6
  - Currently pay \$850 per student for Special Ed to District 6. Short fall of \$43,500 which will not be billed this year but expected next year. Anderson will contest the amount as UC Schools receives limited return on those payments.

## **Reports**

- Board
  - Module 1: Board Self-assessment to be done by Survey Monkey with staff
  - Newsletter: considering editor with some technological skill
  - Policy Review: discussion of GBK Staff Concerns/Complaints/Grievances procedure in place. GBM Staff Fringe Benefits. GBN Status of Employees. GBO Payback Policy. GBP Employment of Retired Staff Members.
  - Open Board Seat (filled by Veronica Armendariz at this meeting).
  - Christmas. Feedback from staff prompts change in Christmas celebration. Funds to be given to UCPS and UCES to be spent on food for staff lunch and staff breakfast. Funds pulled from existing line item set at \$1,500.
- Reports
  - Principal Ken Wildenstein. He and Mandy have been conducting classroom observation in 1st and 5th grades. In process of addressing student tardiness and absenteeism with a few families. CPI training (de-escalation training for staff dealing with emotionally disturbed students. Update on good working relationship with City of Evans for sharing of gym facilities for athletics. Fundraising efforts at MOD Pizza and Chipotle.
  - Principal Kevin Rouse. Review of ALICE Drill at Prep School. Good response from teachers and students took it seriously. Teachers to allow music during independent time but without cell phones. Student Spotlight. MS boys basketball Teddy Bear Toss - collected stuffed animals to be given to Greeley Police for distribution in the field to children affected by traumatic incidents. High School basketball to begin. Credit recovery with BYU had limited results and teachers had to grade (not originally expected to do so). Going back to Keystone and Branson credit recovery programs. Specialized classes to be offered are American Stories / Pie and Crime scene class. Algebra labs were successful. Update on Aims classes and electives. Career Academy.
  - Financial Report. Angie Emmons. Revenue is tracking high currently at about  $\frac{1}{3}$  way through fiscal year. Expenses at exactly 33%. Electrical lighting rebate of

\$13,000 received along with \$22,000 CEBT insurance surplus. Internet tech services are higher than anticipated. Just received Aims tuition bill for \$30,000.

- Year to date - operating at \$53,000 in the red (before \$22,000 insurance rebate). \$2.9 million in reserves.
- Amended budget - total fund balance projection 6/30/2019 \$3,255,314
- Director - Jim Anderson: Interviewed 7 people at Fall Job Fair. Kept resumes for contact next semester. Marketing team (staff/students) contacts at Salida del Sol, St. Marys made for transfers to UCPS. Idea for printing 2 new brochures: one for parents, other for students. Received mailing list from District 6 - sending postcards to prospective families. Referral program to existing families (\$50 gift card per referral) 40 referrals this year! Title school redefined by State DOE, defined as 65% of students receiving free lunch. UC Schools currently at 45%. Jemiah Fowler headed to training seminar on Culture and Climate.
- Departments - nothing to report
- Correspondence: Received emails from Jemiah Fowler and Lynnette Viek reporting on fall sports programs. Responses to be sent by board members Nation and Walsh.

#### **Other business**

- 11/17 4:00-8:00PM Fundraiser at Chipotle for Battle of the Books
- 12/7 2:45PM Prep Faculty Council Meeting
- 5:00-8:00PM Paint your own ornament event with Artisan You at UCES
- 12/12 7:00PM HS Orchestra and Choir
- 12/13 6:30PM MS Strings
- 12/14 3:00PM Elementary Faculty Council
- 7:00PM MS and HS Band
- 12/15 9:00AM Board Meeting at UCES

#### **Adjournment**

Meeting ended at 10:50 AM.