



## Board of Directors Regular Session Meeting Minutes Summary

**DATE:** March 10, 2022, 6:30 pm Meeting

**LOCATION:** RMAE Spanish Room

**RMAE Vision Statement:**

RMAE envisions a community of parents, teachers, students, and educational and business leaders working together to create a learning environment that encourages growth in character, academic achievement, and the love of learning, resulting in responsible, productive citizens.

**RMAE Mission Statement:**

RMAE inspires each student to pursue personal and academic excellence through an intellectually challenging Core Knowledge™ curriculum within a nurturing environment.

**RMAE Core Virtue:**

**March – Mercy** is showing compassion to the enemy, the wrongdoer, or those over whom one has power.

<b>Meeting Agenda Summary</b>	
<b>Call to Order, Pledge of Allegiance, Reading of Vision and Mission Statements</b>	<p>Board Members in attendance:</p> <ul style="list-style-type: none"> <li>Kjersten Ostrom-Condojani, Vice President, Parent Representative</li> <li>Kathleen O'Rourke, Treasurer, Parent Representative</li> <li>Kelli Anderson, Community Representative</li> <li>Scott Jones, Parent Representative</li> <li>Sarah Sailor, Parent Representative</li> <li>Paolo Bacchiarello, Parent Representative</li> <li>Michael Bell, Parent Representative</li> <li>Ann Hudson, Executive Director/Principal (Non-Board Member)</li> </ul> <p>Absent Board Members:</p> <ul style="list-style-type: none"> <li>Jamie Richards, President, Parent Representative</li> <li>Janelle Herrera, Secretary, Parent Representative</li> </ul> <p>Kjersten Ostrom-Condojani opened the meeting with the Pledge of Allegiance and by reading the Vision, Mission, and March Core Virtue statements.</p>
<b>Public Comment</b>	The meeting started with an opportunity for public comment: there was none
<b>Approval of Minutes</b>	Kelli Anderson moved to approve the minutes for the February 10 <sup>th</sup> , 2022 regular board meeting, and Mike Bell seconded it. The minutes were approved unanimously, excluding absent board members.
<b>General Session</b>	<ul style="list-style-type: none"> <li><b>Student Council Report:</b> Ann Hudson reported on Student Council activities including the upcoming Carnival.</li> <li><b>PTO Report:</b> The PTO report highlighted the upcoming elections, Book Swap planning, and a volunteerism report. In addition organizers of the Evergreen Music Festival approached RMAE to partner on parent volunteers in exchange for a fundraising opportunity. PTO Co-President Blaney and Community Representative Anderson will continue discussion and planning.</li> <li><b>Treasurer's Report:</b> The Treasurer's Report was provided by Kathleen O'Rourke. A slight increase to this year's Per Pupil Revenue (PPR) above the recent cut was a pleasant surprise. Initial planning for FY 2023 was presented based on a 3% PPR increase model.</li> </ul>

- **Principal's Report:** Dr. Hudson provided the Principal's Report which highlighted:
  - Educational Excellence– CMAS coming up. Technology Review is complete. Consideration for restructuring the Middle School Schedule for next year and additional supports. Consideration for creating a STEAM lab.
  - Culture and Climate- Meeting with a group to sustain culture and climate with students and with staff. Results will be presented to the leadership team before it's presented to the full staff. Working on how best to utilize additional space the Den provides.
  - Sustainability– 97% retention on re-enrollment. Confirmed enrollment is 381 for 2022-23. Goal is 385. Jeffco has been declining at the same rate we are increasing. Districts around Jeffco are expanding. RMAE is not experiencing this.
  - RMAE is exploring a partnership with EPRD to provide middle school sports: basketball, football, volleyball, soccer. If it works well, we could expand to elementary school sports.
  - Facilities-
    - PA System: Repairs of shoddy work by original vendor still needed, waiting for an estimate.
    - Exteriors of existing buildings need to update by 2024-2025 school year. While it's not legally required for us to do this, it is needed. We are starting the conversations around expense and what we want it to look like. We would like the color scheme to match the Den.
  - Staffing– the Assistant Principal interviews resulted in three quality candidates, however none fit the specific need of RMAE at this time. The position is closed and will reopen after spring break and a plan B is in development to include stipend leadership opportunities for interested staff.
  
- **Vote to adopt changes to the Family Handbook:**
  - The Family Handbook will be updated as needed with edit dates reflected in the footer, rather than publication dates as standard.
  - Kate asked if all of the individual parent signatures were necessary. Mike clarified that the signature is requested (and preferred), but enrollment at RMAE serves in the place of a signature. Dr. Hudson clarified that we are removing the individual signatures, and acknowledgement is becoming part of the Google Form Language at the beginning of the school year.
  - Mike Bell moved to approve changes to the Family Handbook including signature block and electronic signature updates and addition to section 10 of the Technology Contract effective immediately and Sarah Sailor seconded it. The motion was passed unanimously, excluding two absent board members.
  
- **Vote to approve Facility Use Fees:** Kathleen O'Rourke moved to approve Facility Use Fees and Kelli Anderson seconded it. The motion was passed unanimously, excluding two absent board members.
  
- **The Facility Committee** discussed updates to The Den and reviewed the Den budget. Interior is nearly finished. Electric and sewer needs to be hooked up. Curbs and driveway will be installed at the end of May, sidewalks after that. Security and fire systems being finalized. Inspections will start soon. Budget is coming together well. Line Item 55 was the big unknown, but there is plenty left with not much more expected to be used. Landscaping decisions are still in process, as well as some paving.
  
- **The Capital Campaign** shared that a photography campaign is starting next week. In addition, they are pursuing the Evergreen Music

Festival idea, as well as an event in the Tequila's space which the restaurant has offered for fundraising.

- EHS National Honors Society offered to make calls to local businesses, but we don't have enough phone numbers for a full calling campaign. Paolo offered to help in gathering numbers.
- Donations have funded the floor and the hoops, volleyball equipment, stands, scoreboard, and ref stand, and crash pads

● **Additional Committee Reports:**

- Kathleen O'Rourke requested that board self-assessment be added to the agenda for next month.
- SAC will be meeting soon to review end of year data.
- The board discussed 2022-23 Board Election needs and next steps.
- Election process in the by-laws needs to be revised at the April meeting. Mike will have the Policy Sub-Committee work on the language before the April meeting.

- The next regular board meeting is on April 14th, 2022 at 6:30 PM in the Spanish room.

**Adjournment**

**Vote to adjourn the meeting and convene to Executive Session pursuant to C.R.S. §24-6-402 (4)(f)(I), to discuss Personnel Matters:**

Kelli Anderson moved adjourn the meeting and convene an Executive Session and Mike Bell seconded it. The motion was passed unanimously, excluding two absent board members. The meeting was adjourned at 7:38 PM