



Board of Directors Regular Session Meeting Minutes Summary

DATE: May 12, 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:

May – Wonder. Wonder is to marvel at a mystery, to stand in awe before the unexplained.

Meeting Agenda Summary

Call to Order, Pledge of Allegiance, Reading of Vision, and Mission Statements	<p>Board Members in attendance:</p> <ul style="list-style-type: none">• Jamie Richards, President, Parent Representative• Kjersten Ostrom-Condojani, Vice President, Parent Representative• Janelle Herrera, Secretary, Parent Representative• Kathleen O'Rourke, Treasurer, Parent Representative• Kelli Anderson, Community Representative• Sarah Sailor, Parent Representative• Michael Bell, Parent Representative• Deb Kelley, Financial Officer (Non-Board Member) <p>Absent members:</p> <ul style="list-style-type: none">• Paolo Bacchiarello, Parent Representative• Scott Jones, Parent Representative• Ann Hudson, Executive Director/Principal (Non-Board Member) <p>Jamie Richards opened the meeting with the Pledge of Allegiance and read the Vision, Mission, and May Core Virtue statement.</p>
Public Comment	<p>The meeting started with an opportunity for public comment: Kate Blaney provide comments about collecting more feedback from staff and families. The board president noted that an email from Kate Blaney and two anonymous letters were received by a quorum of board members. While some comments were under protected status, other comments were concerning similar issues as shared during public comment.</p> <p>Gretchen Moritz requested that the board consider a \$1,000 title sponsorship with Mountain Youth Musical which was founded at RMAE title sponsorship. She will provide a sponsorship packet for the marketing committee to evaluate and advise the board on the value.</p>
Approval of Minutes	<p>Sarah Sailor moved to approve the minutes for the April 14th, 2022 regular board meeting, and Kjersten Ostrom-Condojani seconded it. The minutes were approved unanimously.</p>
General Session	<ul style="list-style-type: none">• PTO Report: PTO shared that they voted on a budget for the STEAM lab and bike racks. They are still considering the budget for school signage and chrome books. The end of the year event is in full swing and their PTO board election is complete. There was discussion around PAWS and if that program can return next school year.

- **Treasurer's Report:** The Treasurer's Report was provided by Kate O'Rourke and Deb Kelley. A grant application is in place for chrome books, but they are budgeted for in case the grant is not received. They reviewed how the FY2022 budget currently stands.
- **Principal's Report:** Dr. Hudson was not in attendance but provided a written Principal's Report which highlighted:
 - Educational Excellence - The 8th Grade continuum is scheduled for May 25 at 5:30. The goal is to hold it in the Den and is contingent on receiving a Certificate of Occupancy, plan B is the usual outside location. EOY MAP testing & acadience results are being reviewed and will be shared with the board in June.
 - Sustainability Enrollment – 2022/2023 enrollment fluctuating but is currently at 382, above the 375 budget, but shy of the goal of 385.
 - Sustainability – Third-grade teacher has been hired, still interviewing Spanish teacher candidates. The leadership team is conducting a SWOT analysis. A yearly survey has been sent to de-enrolled families and the results will be shared in June.
 - Facilities – Final roadwork will be completed once school is out and there is a full list of summer projects.
 - Other – Board to review unused sick and personal pay compensation rate in consideration of new daily substitute rate.
- **Vote on leave payouts related to employment law changes:**
 - Janelle Herrera made a motion to adjust teacher personal leave to reflect the new substitute rate of \$150 as a payout rate for unused time and Sarah Sailor seconded it. The board discussed clarification around the start date of the motion and how to best support teachers to allow them to use their already "lower-rate" personal time off. It was also discussed that sick leave needs to be handled separately in the next board meeting after policies were further reviewed.
 - Janelle Herrera amended the motion to remove the 3-day teacher payout cap for personal leave this fiscal year only and to adjust teacher personal leave to reflect the new substitute rate of \$150 for the 22/23 school year. Mike Bell seconded it and the motion was passed unanimously, excluding absent members.
- The board reviewed self-evaluation results and discussed how to apply identified opportunities. Opportunities included: further clarity and direction during the strategy session, onboarding enhancements, marketing support beyond enrollment, more director support, and possible new committees.
- **Vote on the appointment of Community Representative:** Could not be held in this meeting due to lack of a candidate. It was questioned whether a teacher could serve as a non-voting community representative and this will be investigated further.
- The board discussed the election results. There were two parent board members elected, but low voter turn-out. The board discussed ways to improve the processes to ensure RMAE gets a wide array of qualified board volunteers.
- The board discussed staff exit interviews and periodic surveys. HR to send exit interview surveys to all leaving teachers except for those who were terminated by cause with a request that the board will receive access to the raw data. SAC will periodically administer surveys to teachers twice a year. In addition, the Principal advised efforts are underway to conduct quarterly surveys. The board discussed better ways of board and teacher integration. While there wasn't a final solution, ideas in consideration include exploring a teacher on the board as in the past, a rotating leadership team

	<p>teacher who provides a report at board meetings, board members listening in to leadership meetings, or a teacher liaison role.</p> <ul style="list-style-type: none"> • The board discussed that un-enrolled student exit interviews are required by board policy 3.4. This gap is being resolved and responses will be shared at the June board meeting. Pending June results and quality of information, the board might request additional questions to include in the survey. • Since new numbers were not in regarding the Den budget, that budget will be reviewed next month. • The Capital Campaign discussed raising funds for the stage and provided updates around the Evergreen Music Festival fundraiser. • Additional committees: Policy committee and SAC committee discussion points were provided throughout.
<p>Adjournment</p>	<ul style="list-style-type: none"> • Vote to convene to Executive Session pursuant to C.R.S. §24-6-402 (4)(f)(I), to discuss Personnel Matters: Sarah Sailor moved to adjourn the regular meeting and convene to Executive Session. Kjersten Ostrom-Condojani seconded it. The motion was passed unanimously, excluding absent members. • The next regular board meeting is on June 9th, 2022 at 6:30 PM in the Spanish room.