

Academy of Urban Learning (AUL)
OCTOBER BOARD MEETING MINUTES
Tuesday, October 22, 2013, 4:30 p.m.
@ Academy of Urban Learning

PRESENT FOR THE BOARD: Sabrina D'Agosta, Gary Sanford, Fred Glick, Katie Symons, Diane Deeter, Christine Sneller, Stephan Pfeifer, Gina Nocera, Lori Powell **By phone:** Michaela Turner

ABSENT: Priya Burkett

PRESENT FOR THE SCHOOL: David Brown

I. Call to Order, Reading of the Mission (4:47 p.m.)

Stephen read the mission

"The mission of the Academy of Urban Learning is to empower young people to become self-sufficient adults by providing a rigorous and individualized high school diploma program to youth who need extensive wrap-around services to succeed academically and socially."

II. Approval of Past Minutes

Minutes approved.

III. Acknowledgements

Gina and Diane acknowledged Lori for her work on staff evaluation. Lori acknowledged David for getting 150+ in student count and staff for organizing successful family night. Sabrina acknowledged Christine and David for progress on AUL dash board.

VI. Principal's report and dashboard

Sabrina asked that David remove short-term goals from principal's report and long-term goals from dashboard as well as including more narrative in principal's report. Fred asked that David include information of activities that occurred since last board meeting specific to each of the four strategic goals listed in the report.

David provided highlights of his principal report. David announced that student tutoring is beginning @ Ana Marie Sandoval and the basketball league tournament scheduled for December 12-14.

Fred asked about school demographic information missing in dashboard. David explained that demographic information will have to be hand tallied and the Free and Reduced Lunch (FRL) numbers won't be determined by DPS until late October. Gina suggested that data not from DPS is flagged as not final until DPS verified. David would like to wait until DPS confirms final student enrollment numbers (sometime in November) to reflect race and ethnicity.

Gary and Katie will work with School Performance committee in defining the wrap-around services listed in the Principal's dash board.

Sabrina mentioned that there is not a line item in current budget for board development. Discussion around what professional development activities might be needed on an annual basis. Stephen will work with finance committee to identify PD budget for the Board.

V. Committee reports

Fundraising committee: Fred commented that we should decide if we are going to use website for day to day information. Sabrina mentioned that some areas on website still have 'under development' sections. Sabrina asked how we should keep website updated. Christine suggested that students have a role in keeping website updated. Sabrina asked if staff or students can keep website updated. Stephen suggested that we clarify purpose of the website. Sabrina will send website plan to board members. Gina will send out invitation for December 12th fundraising event. Lori researched King Soopers cards as

fundraising opportunity. Process is to put money on King Soopers cards in advance of purchase to raise money for AUL. Fred mentioned that Safeway has similar program which will include purchase of gift cards.

Finance and Audit committee: Stephen uploaded September financials into Google drive.

Governance committee: Fred is asking for Board pictures should be submitted to Katie. Working on Board handbook any suggestions should be sent to Stephen. Committee is recommending William Bethke be engaged as agency attorney. Resolution presented by Fred to engage William as AUL legal counsel. Sabrina moved and Fred seconded. Board approved motion with affirmative through voice vote.

Human Resources committee: Lori inquired about AUL staff involvement on committee. Limited staff involvement is recommended due to sensitive personnel issues. Fred asked if the committee might reconsider its role in weighing in on day-to-day personnel issues. Lori will adjust some of the language to avoid Board involvement in routine AUL personnel issues. Sabrina mentioned that by-laws direct Board President to supervise/evaluate school principal. Changes need to be made to HR role to clarify that Board President is authority to provide principal supervision and evaluation. David asked that the 360 evaluation survey questions on the Internet be removed – Sabrina will ask Mountain States Employer Council to remove the live link. David provided an update on AUL handbooks following meeting with Mountain States Employer Council (MSEC). Student handbook: feedback positive – minor changes to be made. MSEC suggested that we make operations manual as employee handbook and employee handbook as informational. Need policies on drug/alcohol associated with staff performance, harassment policy, policies to guide use of technology, other suggested changes under consideration. Concern expressed with current staff contracts not mentioning vacation leave therefore AUL doesn't have PTO liability. Sabrina would like for the HR committee to consider our options. Fred suggested that we consult with the new attorney. Diane asked David to send email with MSEC staff member's suggestions – Sabrina asked the MSEC staff member to send email with suggestions.

School Accountability committee: Diane said the committee will have first meeting at 4:00 on November 6th @ AUL. Sabrina will share compliance expectations with the committee. Members will need to be elected and align with identified categories. Sabrina wants to make sure we are in compliance.

School Performance committee: Katie reported that there is opportunity to overlap in efforts to inform the dash board. Staff interested in assisting with dash board development and updates. Student survey results will be shared with the committee. Student needs: eye glasses, backpacks

Strategic Planning report: Committees should review goals in strategic plan and make sure they are aligned with committee work. Also asked that the goals should align with dash board.

Fred reviewed Board Action items - See board action list in Google drive

Entered into Executive Session @ 6:35 to discuss personnel matters

Re-entered Open Session

- Board voted on motion made in executive session

VII. Upcoming Meetings and Dates

- Next Board meeting: December 3rd from 4:30 – 6:30 p.m.
- Holiday Open House: December 12th from 5:00 – 7:00

VIII. Adjournment: Meeting ended at 6:48 p.m.