

**Community Leadership Academy  
Governing Board  
6880 Holly Street  
Commerce City, CO 80022**

**Minutes May 17, 2022**

Due to health and safety concerns related to the COVID-19 (Coronavirus), this meeting was conducted by videoconference at: <https://clacharter-org.highfive.com/moderated/hx1qg94amq:+1848-227-7998,,5780417006#>

The meeting was publicly posted a minimum of 24 hours prior to the meeting at 6880 Holly, 5701 Quebec and <http://www.communityleadershipacademy.org/board-of-directors/>

**Preliminary**

**Call to Order:** The regular board meeting of the Community Leadership Academy, Inc. was called to order on May 17, 2022 by Jeff Smith, President at 1:00 P.M.

**Roll Call:** Present: Jeff Smith, Nancy Brooks, Rosalie Montano, Jeff Reed

**Approval of Agenda:** A motion to approve the agenda was made by Rosalie Montano and seconded by Jeff Reed.

AYE = 4; NAY = 0

**MOTION PASSED**

**Board Requests:** none

**Audience Comments:** none

**I. Routine Items:**

A motion to approve the attachment of record was made by Rosalie Montano and seconded by Jeff Reed

AYE = 4; NAY = 0

**MOTION PASSED**

**II. Discussion Items**

2.1 CSI Renewal Process presentation: Ryan Marks – Mr. Marks provided details regarding the CLA/CSI contract renewal process including November presentation 20 minutes (5 intro, 5 UIP, 5 strategic plan), December or January CSI Performance Committee then CSI Board vote. He also provided upcoming due dates for document submissions.

**III. Business Items:**

3.1 Motion to approve Resolution: 2022-05-17A REQUESTING CHARTER RENEWAL AND APPOINTING REPRESENTATIVES was made by Nancy Brooks and seconded by Rosalie Montano. Discussion: none. Roll call Jeff Smith – YES, Jeff Reed – YES, Rosalie Montano – YES, Nancy Brooks - YES. **MOTION PASSED**

3.2 Motion to approve Resolution: 2022-05-17B TO ADOPT THE 2022-23 FISCAL YEAR BUDGETS was made by Nancy Brooks and seconded by Rosalie Montano. Discussion: Carolyn provided budget details and answered board member questions.

Roll call Jeff Smith – YES, Jeff Reed – YES, Rosalie Montano – YES, Nancy Brooks - YES. **MOTION PASSED**

3.3 Motion to approve Resolution: 2022-05-17C TO AUTHORIZE THE USE OF A PORTION OF BEGINNING FUND BALANCE AS AUTHORIZED BY COLORADO STATUTES was made by Rosalie Montano and seconded by Jeff Reed. Discussion: Carolyn provided explanation and answered questions.

Roll call Jeff Smith – YES, Jeff Reed – YES, Rosalie Montano – YES, Nancy Brooks - YES. **MOTION PASSED**

3.4 Motion to approve Recommendation: Approve Policy revision E.5 Administering Medication to Students was made by Nancy Brooks and seconded by Jeff Reed. Discussion: Administrators and Board discussed the logistics and benefits of having this safeguard on hand at VPA.

Roll call Jeff Smith – YES, Jeff Reed – YES, Rosalie Montano – YES, Nancy Brooks - YES. **MOTION PASSED**

**IV. Discussion Items, continued:**

4.1 Enrollment & Staffing updates – Administrators and the Board discussed updates on enrollment targets, waitlists, and rationale.

4.2 Moody's bond rating update – Administrators and the Board discussed the Bond refinance process, benefits, and process issues/concerns that are being navigated

4.3 BOD Self-Evaluation & Needs Assessment including Strategic Plan review – Board members updated each other on the documents, timeline, and availability at the retreat to work on this

4.4 Grant updates: CLSD, Education Workforce, School Nurse, ESSER K-8 Mathematics Curricula – Tina provided an update on the funding, assurance, and progress regarding grants

4.5 End of year updates: Assessments, Graduation, Renewals, Spirit Week, Senior Brunch, Field trips, Field Day – Administration and the Board discussed activities, events, celebrations, and ceremonies

**V. Communications**

5.1 Board discussed and finalized Board Retreat dates July 15-16, 2022: agenda items to included finalize strategic plan, UIP, 2022-23 forecast, BOD calendar, training, EOY report

5.2 Board discussed CSI Contract Milestones, including:

CSI BOD training May 18; SAC/Parent Meeting May 21; BOD event at CLA: May 24

National Charter School Conference: Washington DC June 19-22;

Continued development of Strategic Succession and Sustainability Plan; End-of-Year Report

Elections/Appointments August 2022; Leader Evaluations: self-evaluations to BOD

Board Retreat: July 15-16, 2022

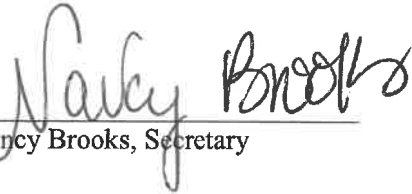
Next meeting: July 19, 2022

Upcoming events

**VI. Adjourn**

A motion to adjourn was made by Nancy Brooks at 1:55 PM seconded by Rosalie Montano. AYE = 4; NAY = 0

**MEETING ADJOURNED**



Nancy Brooks, Secretary



Jeff Smith, President