

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

Minutes August 15, 2023

Due to health and safety concerns related to the COVID-19 (Coronavirus), this meeting was conducted by videoconference at: <https://teams.microsoft.com/> Meeting ID: 273 843 099 925 Passcode: Ahm9hv Phone Conference ID: 884 422 352# (+1 469-208-1536,,884422352#) 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 August 15, 2023, by Jeff Smith, President at 1:00 P.M.

Roll Call: Present: Jeff Smith, Rosalie Montano, Jeff Reed, Nancy Slowik

Approval of Agenda: A motion to approve the agenda was made by Jeff Reed and seconded by Rosalie Montano. 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 Nancy Slowik. AYE = 4; NAY = 0 **MOTION PASSED**

II. Business Items

2.1 A motion was made to approve RESOLUTION 2023-08-15A TO AUTHORIZE THE USE OF A PORTION OF BEGINNING FUND BALANCE AS AUTHORIZED BY COLORADO STATUTES by Jeff Reed and seconded by Rosalie Montano. Discussion: Carolyn Peterson discussed with the board the current financial position and the previous conversations and budgeting process completed by the board authorizing the beginning fund balance use of funds. Discussion included a review of the previous estimates and current calculations resulting in the need to use a portion of beginning fund balance. The board thanked Carolyn for her diligence and ongoing communication with the board regarding school finances, funding changes, and future forecasts.

Roll call Jeff Smith – YES, Jeff Reed – YES, Rosalie Montano – YES, and Nancy Slowik - YES.

MOTION PASSED

III. Discussion Items:

3.1 Enrollment / Staffing – administration updated the board with current enrollment and staff positions.

3.2 Transportation – administration updated the board regarding bus fleet inspection, unexpected delays from Midwest and the need to move the buses to another inspection provider for expedited service. Also, information regarding the delay in providing bus service, family notification, excused absences, and continued communication was provided.

3.3 Fourth Quarter report (email) – the board had no discussion.

3.4 BOD Oath filings – Administration provided confirmation of the filing of the Board Oaths (Smith, Reed, Slowik (Brooks), Montano) as required under C.R.S. § 24-12-101 at the Adams County Clerk’s Office. In addition, the school’s information was registered with the Colorado Department of Local Affairs (DOLA) by the August 13, 2023, deadline.

3.5 23-24 Emergency Operations Plans – to be approved in September: no new discussion.

3.6 CEO evaluations – process August through October; the board discussed progress, timelines, and tools.

3.7 Strategic Plan review (5-year plan through 2027); the board discussed thoughts and progress in completing progress toward goals and outcome measures.

3.8 CSI Assurance of Compliance – the board was provided the completed 2023-24 CSI School Assurance of Compliance for their records.

IV. Communications

Administration and the Board discussed upcoming meeting dates (September 19, 2023), agenda items, and school events.

V. Adjourn

A motion to adjourn was made by Rosalie Montano at 1:52 PM seconded by Jeff Reed. AYE = 4; NAY = 0

MEETING ADJOURNED

Nancy Slowik, Secretary

Jeff Smith, President

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