

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

Minutes January 16, 2024

This meeting was conducted by videoconference at: <https://teams.microsoft.com/> Meeting ID: 256408117173
Passcode: hLAhLr Or call in (audio only) +1 469-208-1536,425671202# Phone Conference ID: 425 671 202# 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 January 16, 2024, by Jeff Smith, President at 2:00 P.M.

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

Approval of Agenda: A motion to approve the agenda with the approval of previous board meeting minutes moved to the next meeting was made by Rosalie Montano and seconded by Nancy Slowik. 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. Discussion Items

2.1 Second Quarter Report – via email; As of the end of December, revenues and expenditures are at 50% of budget, which is expected since half of the fiscal year has lapsed.

2.2 Award EPA's Clean School Bus Program: Administration and the Board discussed the EPA Grant award and Highland as applicant/subscription program, and the EPA Rebate program, application, requirements, and roles

III. Business Items

3.1 A motion was made to approve Resolution 2024-01-16A RESOLUTION TO ADOPT THE AMENDED 2023-2024 FISCAL YEAR BUDGETS by Rosalie Montano and seconded by Nancy Slowik. Discussion: Carolyn discussed the following topics and realities of the financial position of the organization: I. The primary reason for amending the 2023-24 budget is to authorize \$150,000 spending from reserves. The expected use of reserves is less than \$50,000. The requested authorization has a contingency of \$100,000. II. The change from the adopted budget is the result of several unexpected changes in operations presented in more detail on page 11: a. Enrollment is less than projected by 41 students but the advantage of averaging the pupil count reduced the difference to 14.2 b. Per pupil funding is \$78 less than expected which when combined with the funded pupil count difference results in a loss of revenue of \$211,000 c. Mitigation funding of \$230,000 expected at the time the 2023-24 budget was prepared has not been funded by a new annual appropriation by the legislature. d. Increases in other areas (UPK Preschool, Interest Income, Mill Levy Equalization, Capital Construction, Federal Breakfast & Lunch, ESSER, CLSD and other federal grants) offset the reductions in a. thru c. to generate a net increase of \$321,000. e.Total expenditures increased by \$471,000 as a result of the following: 1. Addition of a Technology Support position and transition of Human Resources staff 2. Increased use of temporary services to fill short term vacancies 3. Instructional materials and books purchased from CLSD grant funds 4. Cost of fencing and computer equipment in excess of budget.

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

3.2 A motion was made to approve Resolution 2024-01-16B RESOLUTION TO AUTHORIZE THE USE OF A PORTION OF BEGINNING FUND BALANCE AS AUTHORIZED BY COLORADO STATUTES by Rosalie Montano and seconded by Jeff Reed. Discussion: Roll call: Jeff Smith – YES, Rosalie Montano – YES, Jeff Reed – YES, Nancy Slowik - YES. **MOTION PASSED**

3.3 A motion was made to approve Resolution 2024-01-16C TO CONFIRM SCHOOL DAYS CANCELLED DUE TO INCLEMENT WEATHER WILL NOT BE MADE UP WITH ADDITIONAL DAYS DURING THE 2023-24 SCHOOL YEAR by Jeff Reed and seconded by Rosalie Montano. Discussion: Roll call: Jeff Smith – YES, Rosalie Montano – YES, Jeff Reed – YES, Nancy Slowik - YES. **MOTION PASSED**

III. Communications

Administration and the Board discussed upcoming meeting dates (February 20, 2024) and the board calendar.

V. Adjourn

A motion to adjourn was made by Jeff Reed at 2:33 PM seconded by Rosalie Montano. AYE=4; NAY=0

MEETING ADJOURNED

Nancy Slowik, Secretary

Jeff Smith, President