

**SOAR Charter School Board Meeting  
July 11, 2014**

Date, Time and Place: July 11, 2014, SOAR 4800 Telluride Street, Building 4, Denver Colorado 80249

Attendance of Board Members:

Present: Sue Sava, Rona Wilensky, William Weintraub, Ellin Keene, Rosann Ward

Present by phone: None

Absent: Shelli Brown, Dan Smink

**Quorum? Yes**

Also in attendance: Marc Waxman, Sonia Sisneros and Brad Fischer

Members of the public in attendance: None

Meeting brought to order - Roseann moved, Bill second 8:44 AM

Agenda

- **8:45 AM Consent Agenda**
  - May Minutes
  - FY14 and FY15 Budget Revisions
    - Kinder tuition process changing to better align with DPS to offer an opportunity for more effective tuition collections.
    - Finance Committee did not have a Board member in attendance. In the short-term Ethan attending the finance committee meetings could be a solution. Perhaps, Dan and he both attend for a period of time.
    - Surplus – be aware that enrollment is looking very good except for Kindergarten. We have been told that Green Valley Ranch will overflow to us. We need to keep an eye on this. There are a lot of seats that become open.

Motion to approve, Bill moved, Rona seconds

- **8:50 AM School Leader Updates**
  - The retreat
    - Marc apologizes for his tone and words at the retreat. He has reflected and takes responsibility. Marc was trying to ask for help and was based on him feeling vulnerable. Marc felt alone and wants to share the struggle with others.

He wanted to express an invitation to get more involved and develop a stronger partnership with him and do this work together. He would like to meet regularly with individual Board members at least quarterly to connect on an individual level. (Ellin) The Board wants to be in that support. (Roseann) This is a struggle with a purpose; it's a renewing opportunity. (Rona) I do believe that this structure of the growth model will collapse but can we maintain before it does.

- Marc's Report: People are being held more accountable on the goals they said they would reach and what they said they would do.
  - Content questions: Culturally relevant pedagogy, text from Margaret (RC for the developmental level). Marc co facilitating the workshops staff are delivering and the text supports the teachers changing grade levels.
  - The summer plan is ambitious but much differentiated.
  - PD connection to mission statement. Establish that we are a community of leaders and a community of learners. More studying of professional text and more support for colleagues; we will help them figure out who are the experts. Through the formal evaluation and action plan process has included peer observations of the experts.
  - UIP Goals – 3<sup>rd</sup> grade reading is all we have; Marc sent the predictions of what we can expect. This is from the renewal documents he submitted to DPS. (Rona) is there something we can do with the DRA scores? Can we compare with other schools, e.g. DRA scores being the same or better from other schools for renewal.
- **9:00 AM Revised Dashboard and Annual Calendar Approach**
    - Improving on the reporting of academic data: Marc's goal is convey in consist ways from report to report and against goals. Jess Welch (SOAR Administrative Director) is building our template for this. Also, Marc would have the Board calendar filled out in the August Board meeting so that we know for the year when to expect data. Ethan has shared a template for this calendar.
    - (Bill) DRA data shared by teacher? Marc will look at this and not include teacher names moving forward.
  - **9:45 AM Finance Committee Report**
    - The narrative was very much appreciated
    - The audit is August 15<sup>th</sup>: if anyone wants to be involved the invitation is open. Ellin asks Brad to email Dan asking; Roseann also offers her support.
  - **10:00 AM School Accountability Committee Process (4 meetings per year per legislation)**
    - Rona, Ellin and Marc met a month ago to think about how to prepare for the renewal. Turning these meetings into a "state of the union" type of session. These meetings would always have a Board member in attendance. The first meeting would have the whole Board and the Board would speak about why they are committed to the SOAR vision.

- The Board would deliver this message for staff August 8<sup>th</sup> from 11 to 12:30 PM (tentative). Ellin is doing a presentation and having lunch w/staff.
  - September 2<sup>nd</sup> is the SAC w/the Board at 5:00 PM
  - DPS is visiting September 18<sup>th</sup>
  - DPS is visiting September 12<sup>th</sup> and attending that meeting. Time in the August Board meeting will be allocated for preparing for this meeting. They will meet with the Board's Executive Committee 45 minutes afterward.
  - Marc will set a rough schedule for the SAC meetings for the year and then send to the Board.
- **10:15 AM August/September Communication Plan**
  - If the data is not strong enough to carry us on our own, Rona and Ellin would like the Board's support to engage in conversations with DPS if necessary. Marc, Ellin and Rona are meeting on the 28<sup>th</sup> of July to review and discuss the data. At that point they will advise the Board as to whether or not a meeting with Tom is needed. The Board is supportive of this approach.
  - The objective for a meeting with Tom would be to create a narrative to help understand some of the nuances going on and assess.
  - On 8/8 when the Board meets with staff; they convey who they are and their belief with the mission.
  - Sue is setting up the next strategic planning meeting. Ellin would love to join the committee. Perhaps the plan changes to guiding principles? Right now our strategic plan is more of an action plan.
- **10:30 AM Approval of Board Manual (incl. roles/responsibilities)**
  - Sonia's technical work; these edits were good
    - Changes that may need to be captured:
      - Agenda setting will be done by executive committee; Treasurer, Vice Chair, Secretary and Chair.
      - Minutes will be taken by a SOAR staff and approved by Sue.
      - Add "Responsibilities and Duties of the Board of Directors" as a new section. There are some edits that Rona will make to this document.
      - Sonia will incorporate changes and the Board Manual will be submitted for approval in August.
      - Motion to approve, Roseann motion, Bill seconds.
      - Sonia will send the Board Terms out with the Board Manual in August.
- **10:30 AM Vote - Ethan Hemming as Board Member**
  - Motion to elect beginning in August, Rona, Roseann and Bill seconds.
  - Ellin will connect with Ethan regarding the onboarding
  - Marc will connect with Ethan regarding the Finance Committee Meeting
- **10:45 AM Succession Planning**

- Board Chair: Ellin has agreed to stay on through the renewal process. June 2015 Roseann and Ellin are termed from the Board.
- Director: In the plan it states that the succession plan lives with Marc. He does not know what to do; Marc wants to be involved but feels like that the Board needs to be the owner of. Rona and Sue would like to be on an ad-hoc committee. Marc will set-up the initial meeting. They will bring back a report in October.
- **10:50 AM Board Self-Evaluation**
  - The purpose behind reviewing and revising the Board responsibilities was to create the framework for the self-evaluation. It will be drafted by Rona and then sent to Roseann and Ellin for review/revision to be loaded into Survey Monkey.

Adjourn into Executive Session 10:57 AM, Rona moves, Sue seconds