**Facility Schools Board**

**Minutes of Meeting**

**February 8, 2024**

**In-Person/ Virtual**

**In attendance:**

Board Members Present: Carolena Steen, Steven Ramirez, Mylynda Herrick, Doug Hainley, Betsy Peffer, Sonjia Hunt, Rebecca Carpenter

Staff Present: Judy Stirman, Annie Haskins, Robin Singer, Darren Serrato, Wendy Dunaway, Lori Kochevar, Ann Symalla. \*Virginia Winter/G - contracted staff.

Attorney General’s Office: Jenna Zerylnick - Absent

Audience: Barb Taylor, Quixie Smith

Absent Board Members:

**Meeting Commencement:**

Co-Chair Steven Ramirez calls the meeting to order.

Brief introduction of The Facility Schools Board Members was conducted.

**Approval of Minutes for January 11, 2024.:**

Carolena Steen calls for a review of the Board minutes.

Steven Ramirez makes a motion to approve the minutes, and Betsy Peffer seconds. The Board unanimously approves minutes.

**Approval of Agenda:**

Carolena Steen entertains a motion to accept the agenda.

A motion was made by Steven Ramirez, seconded by Sonjia hunt to approve the February 8, 2024 agenda; the Facility Schools Board unanimously approved the agenda.

**Rocky Mountain Leadership School:** Brittney Hoffman, Kent Moe, Greg Townsend

* Presented an introduction to their school and programs offered.
* Presentation will be shared.
* Lesson Plan on US History shared with The Board

Carolena Steen entertains a motion to approve The Rocky Mountain Leadership School.

Steven Ramirez makes a motion to approve Rocky Mountain Leadership Academy with contingencies.

The Board unanimously votes to approve The Rocky Mountain Leadership with contingencies. RMLS will revise paperwork as requested by the Board and will present changes at the March FSB meeting.

**Shared Operational Services Grant:** Becky Miller Updike, Dave Sevick-

* 19 facility schools are already working alongside CAFCA.
* Working with out of state colleagues to ultimately find out who is already doing the shared operational services grant work and how CAFCA can make the funds go further.
* Searching for people who would like to join the CAFCA advisory committee.

**Specialized Day School:** Wendy-

* Shared updated specialized day school authorization draft guidance with The Facility Schools Board and gathered input regarding the authorization process.

**Tuition Cost Update:** Robin-

* Shared tuition cost tiered system draft.
* Will share with CDE Director Mentors

**Strategic Planning:**Virginia Winter (G)-

* G asks The Board for their approval on a format for the “Facility Schools Board Strategic Plan.” The Board accepts the strategic plan, one page “dashboard” as the document they will use.
* G asks everyone to write down their greatest hope for our strategic planning process. The room shares their answers verbally. Introduction to the SWOT document
* G would like 90 minutes of strategic planning time on the April meeting. The Facility Schools Board agrees to allocating extra time on March 7 towards strategic planning.
* The Board was asked what resource they bring? The Board answers are located in the Facility School Board Members – a [Strategic Planning Human Resource Document](https://docs.google.com/document/d/1KuWDh7iiUeHfPCh6s1H1DJbpjRpyvi3CkjHxD46CI5c/edit).
* The Facility Schools Board worked collaboratively to surface a set of guiding principles. This resulted in four shared values/commitments: Be passionate and stay passionate and use our collective voices. Always look for what’s possible and lead toward positive outcomes for youth. Stay bounded and grounded by our mission, allowing for flexibility in ‘how’ we get the work done. Our Board’s camaraderie and high-quality relations with staff, and everyone we work with, are key to successful outcomes for facility schools and our youth.

**Reconfirmation of Committees and Projects:** Virginia-

* Reviewed and updated. Updated list is in the shared Board Member Work 2023-24 folder.

**Operating Procedures:** Judy-

Board will review Operating Procedures with AG staff at the March FSB meeting.

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|  | **Facility Schools Unit Update-**  CDE/ESSU/Facility Internal Updates- Judy- Doug and Rebecca have both received their appointment letters from the board of education. Facility School/ESSU budget approved.  Data Management and Systems Support, December Staff - Lori- December staff collection is complete. Partially redacted information will be shared with Dillinger Rad. Continuing  to provide attendance information to Dillinger Rad. Attended the CSIS conference. Providing IC and i-ready support.  Monitoring/Updates from the Field/Annual Report/ - Robin and Ann- Held little out of district meeting, held hospital teachers PLC, lots of work with tuition cost committee, graduation committee met to update guidance that will be presented to the board next month.  IEP System Updates/State Assessments/ELD Plan - Annie- Statement of work for the new IEP vendor is being reviewed by Project Education. Last week for access to the ELL assessment. The Office of Facility Schools will hire a part-time person to be the multilingual expert on the team.  Induction/Workgroup, Wendy- Lots of preparation on professional development for facilities for next year. Closely working with BASE and Soul Stories to provide PD opportunities. Also working with Collaborative Ed. Technical Assistance Coordinator position has been posted ;so far there are 20 candidates who have applied. Finance rule hearing is next week at The State Board of Education meeting.  Program Support, Darren- Requesting appointment letters for Doug Rebecca, attended two conferences with my team courage to risk and CSIS. Providing administrative support to the team from buying supplies to helping with creation of forms. |  |
|  | **Opportunity for the Public to Address the Board**  Members of the public who wish to address the Board must sign up prior to the meeting. Presentations are limited to 5 minutes.  No public requested to address the Board.  **Next Steps/Adjournment of Meeting**  Carolena Steen entertains a motion to adjourn.  A motion was made by Betsy Peffer and seconded by Mylynda Herrick to adjourn. The Facility Schools Board unanimously votes to adjourn the meeting.  **Next meeting:** March 7, 2024 In-Person at Shiloh House. |  |