**Facility Schools Board**

**Minutes of Meeting**

**March 7, 2024**

**In-Person/ Virtual**

**In attendance:**

Board Members Present In-Person: Steven Ramirez, Mylynda Herrick, Rebecca Carpenter

Board Members Present Virtually: Carolena Steen, Doug Hainley, Betsy Peffer, Sonjia Hunt,

Staff Present: Judy Stirman, Wendy Dunaway, Darren Serrato, Ann Symalla, Lori Kochevar, \*Virginia Winter(G) - contracted staff.

Attorney General’s Office: Jenna Zerylnick

Audience: Barb Taylor

Absent Board Members:

**Meeting Commencement:**

Co-Chair Steven Ramirez entertains a motion to commence the meeting to order.

Rebecca Carpenter makes a motion to commence the meeting, Mylynda Herrick seconds. The Board unanimously agrees to start the meeting.

**Approval of Minutes for February 8, 2024.:**

Co-Chair Steven Ramirez calls for a review of the Board minutes.

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

**Approval of Agenda:**

Co-Chair Steven Ramirez entertains a motion to accept the agenda as written.

A motion was made by Sonjia Hunt seconded by Mylynda Herrick to approve the March 7, 2024 agenda; The Facility Schools Board unanimously approved the agenda.

**Rocky Mountain Leadership Academy:** Brittney Hoffman- Revisited the changes requested by The Facility Schools Board at the February 8th Board meeting. Co-Chair Steven Ramirez entertains a motion to approve Rocky Mountain Leadership Academy as an official Facility School. A motion was made by Sonjia Hunt to approve Rocky Mountain Leadership Academy contingent upon the correction of hours, Rebecca Carpenter seconds the approval. The Board unanimously approves Rocky Mountain Leadership Academy as an official Facility School.

**Board Strategic Planning**,Virginia (G)-

* The Board and Staff stared the S.W.O.T. analysis process and reviewed the “Situational Assessment Considerations to Catalyze Thinking” handout.
* The Board and staff work separately and then together to list internal strengths and weaknesses.
* Internal Strengths and Weaknesses/Liabilities lists were given priority labeling by dot voting.
* External opportunities and threats parked (postponed) until the April Board meeting.

**Operating Procedures**,Jenna Zerylnick-

* Review of updated operating procedures
* Operating procedures were amended in 2020 and required an update in 2023 due to the passage of the Senate Bill 23-219.

Co-Chair Steven Ramirez entertains a motion to accept the updated operating procedures.

Board member Rebecca Carpenter makes a motion to accept the operating procedures, Board member Sonjia Hunt seconds. The Board unanimously agrees to the updated operating procedures.

* The approved operating procedures will be printed for all board members to include in their binder. The operating procedures will also be posted onto the google drive board folder.

**Annual Training on Board Best Practices and Legal Requirements**,Jenna Zerylnick-

* Jenna conducted the annual board training.
* Annual training presentation will be sent out via email.
* For any questions or concerns reach out The Senior Assistant Attorney General Jenna Zerylnick- [Jenna.Zerylnick@coag.gov](mailto:Jenna.Zerylnick@coag.gov)

**Specialized Day School Authorization**, Wendy Dunaway- The board did a review of the final draft of the authorization process and provided feedback for revisions.

**Tuition Cost Update/ECEA Rule Update**, Judy Stirman-

* Rules around tuition cost will be noticed next Wednesday, March 13th at the Colorado State Board of Education Meeting.
* Switching Tiers to Tuition Cost Rate Categories - 1, 2, 3.

**Board Vacancies**, Judy Stirman-

* Board Members Carolena Steen and Steven Ramirez’s seats are up for re-election.

**Facility Schools Unit Update:**

CDE/ESSU/Facility Internal Updates, Judy-

Data Management and Systems Support, Lori- Robin, Ann, and I held calendar office hours for the field. Both data collections Tuition Cost and December Staff have been EDAC approved. Working on facility schools’ data being more consistent. Providing i-Ready and Infinite Campus support to the field. Working on accessibility requirements within the facility schools’ tech systems. Working to pilot IXL in the fall 2024.

Monitoring/Updates from the Field/ Annual Report, Ann- Continuing monitoring visits, met with the graduation committee and will bring guidance documents to the next board meeting.

IEP System Updates/ State Assessments/ELD Plan, Annie-

IEP System: We are in the home stretch with Project Education. We sent them our final document, our Deliverables. As long as both parties agree, the next step is signatures.

State Assessments: Schools were just provided Test Administration Training resources for all three assessments (CoAlt, CMAS, and PSAT/SAT). They are busy making sure test day staff are getting trained.

ELD Plan: We are finalizing our ELD Coordinator job description and will soon be able to post for this position.

Induction/Workgroup, Wendy- Currently down to two final candidates for the technical assistant center position. Working with CDHS and HCPF on the Medicaid updates for the interagency resource guide and adding information on specialized day schools. Subgroup is currently being constructed via the BHA from members of the out of district consortium to develop resources for stakeholders.

Program Support, Darren- Recreated the Facility Schools Board strategic plan dashboard template for the Board to use in the near future. Additions will include the Board’s shared values, mission and vision. Reaching out to folks at the Morgridge Academy to book our April 11th Board meeting. Sent out the March Facility Schools newsletter. Reached out to the team with some new design ideas for the April newsletter. We voted on a new design for the newsletter expect a new look beginning with the April newsletter. Next Monday I will begin working with Lori and Wendy on renewing our vendor contracts for fiscal year 24-25.

Started attending the Colorado Department of education 7-mindsets coaching sessions to familiarize myself with the system. Will use some of the resources on the 7-mindsets site like conversation starters or ice breakers.

**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 requests from the public to address the board were made.

Co-Chair Steven Ramirez entertains a motion to end the meeting.

Board member Rebecca Carpenter moves to end the meeting, Board member Betsy Peffer seconds the move to end the meeting. The Board unanimously votes to end the meeting.

**Next Steps/Adjournment of Meeting**

**Next Meeting Date – April 11, 2024**

**(In-person at Morgridge Academy)**

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