**Facility Schools Board**

**Minutes of Meeting**

**May 8, 2025**

In Person Venue: ACES- 10255 West 104th Drive, Westminster, CO 80021

**In attendance:**

Board Members Present: Mylynda Herrick, Rebecca Carpenter, Carolena Steen, Doug Hainley, Sonjia Hunt, Megan Coggins

Staff Present: Judy Stirman, Wendy Dunaway, Darren Serrato, Robin Singer, Ann Symalla, Allie Miller, Celina Ulibarri, Tara Butler, \*Jenna Zerylnick - AG’s office

**Meeting Commencement:**

Co-Chair Ramirez called the meeting to order.

**Approval of Minutes for April 17th, 2025:**

Co-Chair Ramirez entertains a motion to accept the Board minutes.

Board member Carpenter makes a motion to approve the April 17 minutes, and Board member Coggins seconds. The Board unanimously approves minutes.

**Approval of May 8, 2025, Agenda:**

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

A motion was made by Board member Herrick, seconded by Board member Hainley to approve the May 8, 2025, agenda. The Facility Schools Board unanimously approved the agenda.

**Public Comment –** Members of the public who wish to address the board must sign up 24 hours prior to the meeting using this link – Public Comment Sign-up Sheet. Presentations are limited to 3 minutes, with a maximum of 10 people.

* No public comment provided

**PRN for Families follow-up from April meeting request for Approval as Day Treatment Facility School Action Item, David Molineux-**

* PRN turned in updated documents at the request of the Board.
* Staffing issues persist. PRN must submit a list of staff and licensing information by the beginning of August.
* The Board unanimously moves to approve PRN for Families as a day treatment approved Facility School.

**Austin Centers for Exceptional Students (ACES) will provide a presentation reviewing their first year as a Specialized Day School. Bradley Trout, Gabriella Jimenez-**

* ACES staff presents an introductory PowerPoint presentation.
* Highlights from the presentation include student progress, events held at ACES, parent and district comments.
* PowerPoint presentation will be sent to the board along with the meeting minutes. If you’d like a copy of the presentation please request a copy from Bradley Trout [bradley.trout@theaces.net](mailto:bradley.trout@theaces.net) or Gabriella Jimenez [gabriela.jimenez@theaces.net](mailto:gabriela.jimenez@theaces.net)

**Annual Board best practices training, Jenna Zerylnick-**

* Jenna Zerylnick Senior Assistant Attorney General presents the Annual Board best practices training.
* PowerPoint presentation will be sent to the board along with the meeting minutes. If you’d like a copy of the presentation please request a copy from Jenna Zerylnick [Jenna.Zerylnick@coag.gov](mailto:Jenna.Zerylnick@coag.gov) .

**May 9th CEO Meeting/Board Slides, Judy Stirman-**

* Judy Stirman reviewed the May 9th meeting slides with the board.
* The Board divided slides 24-30 amongst themselves which they will present at tomorrow’s meeting.

Lunch/ Austin Centers for Exceptional Students (ACES) Tour #2

**ACCREDITATION: Review draft of standards and indicators rubric (“Exceeding” expectations), Review draft report template, Wendy Dunaway-**

* Wendy Dunaway shared the Draft Approved Facility School Accreditation Data Report document.
* Wendy Dunaway shared the Draft Accreditation Standards and Indicators Rubric document.
* The Board and Facility Schools Staff provided feedback to help Wendy update/adjust both documents shared.

**Declare next month’s Board Dialogue Topic Dialogue Item**

* Continue with the accreditation topic

**Elevation Ability Services request for Approval as Specialized Day School, Keelee Burtch-**

* Keelee Burtch provided an introduction to Elevation Ability Services’ Program.
* Board member Coggins moves to approve Elevation Ability Services as an approved Specialized Day School. The Board unanimously voted to approve Elevation Ability Services as an approved Specialized Day School.

**Review the 2025 work plan for June retreat, Judy Stirman-**

* Judy and Darren will share this out along with the board minutes

**Monthly reference to the Board’s strategic goals**

* Judy Stirman reference the strategic goals coming up

**Confirm Board member assigned for May Board page on Newsletter/Confirm Board members/ Topic for June/August, Darren Serrato-**

* Confirmed with Board member Coggins that she will be sent the May Facility Schools Newsletter template to fill out.
* Darren asked the Board what they would like to spotlight for the June and August Newsletters. We have introduced the board – now what?
* Who would like to be featured this June and August Newsletters?
* The board agrees to start spotlighting the facilities starting with the original facilities
* Board member Mylynda Herrick has agreed to start in August and will spotlight Teaching the Autism Community Trades (TACT) Facility. Board member Coggins will spotlight ACES in September.

**Next Year’s Meeting Schedule, Judy Stirman-** Dates will be finalized at the June 12 Board meeting at Spectra Centers.

**Team Updates:**

**ESSU Updates,** Judy Stirman**-**

**Policy/Operations**, Wendy Dunaway-

* The next workgroup meets on June 5, 2025
* Third party evaluator for the work group will be the University of Northern Colorado

**Monitoring,** Ann Symalla/Robin Singer-

* Asked the Board who would like to attend graduation ceremonies.
* Ann brought graduation diplomas for the Board to sign.

**Technical Assistance Center**, Allie Miller-

* + TAC HUB meeting 5/20 at 1:00 pm Virtual
  + Joshua School and Re-1 Valley completed first on-site observation, planning on coaching in the fall
  + Rural District Community Meeting 5/27 at 1:00 pm Virtual
  + Attending CAMP Autism training next week
  + Continuing to support rural districts and connect with resources
  + Tracking data and connections for workgroup report

**Program Support:** Darren Serrato-

* Attended the Together Leader professional development class with my team on May 1st. Reaching out to different facilities in regard to holding future board meetings and sorting out all the logistics. Just about done with the contract approvals and completing of purchase requisitions for our team, a few stragglers, but will hopefully be done before June 30th. Lastly, processing invoices, ordering supplies, and completing accessibility reviews for our team.

**Announcement from Co-Chair Ramirez:**

Co-Chair Ramirez announces that one of the programs at the Littleton Shiloh House facility is shutting down**.**

**Adjournment of Meeting:**

Co-Chair Ramirez entertains a motion to adjourn the meeting.

Board member Coggins makes a motion to adjourn the meeting, seconded by Board member Hainley.

The Board unanimously adjourns the meeting.

**Next Meeting Date** – June 12, 2025. In Person – Spectra Centers 7205 W 120th Ave, Broomfield, CO 80020