

**Thomas MacLaren State Charter School  
Board of Directors Meeting  
March 21, 2019  
Minutes**

***APPROVED***

*The meeting took place at Thomas MacLaren School, 1702 North Murray Boulevard, Colorado Springs, CO 80915.*

- I. **Call to Order:** Mr. Edwards called the meeting to order at 4:08 p.m.
  - A. **Roll Call:** Present: Mr. Sam Edwards, Mrs. Melissa Nussbaum, Ms. Diane Borre, Mr. Tim Fuller and Mr. Paul von Boeck. Mrs. Hannah Parsons was absent. Also present were Mrs. Mary Faith Hall, Executive Director, Mr. Nico Alvarado, Head of Lower School, Mr. Ben LaBadie, Assistant Head of Upper School, Mrs. Angie Stattman, Business Manager, Mrs. Katherine Brophy, Director of Communications, Mrs. Kari Coleman, Director of Operations, Mrs. Debra Richards, Executive Assistant to Head of Lower School and Mrs. Deanna Finch, Administrative Assistant. Two MacLaren parents were also in attendance.
  - B. **Public Comment:** None.
  - C. **Approval of Agenda:** Mr. Hall was unable to attend today's meeting so Mrs. Hall will facilitate the Board Training. Ms. Borre motioned. Mr. von Boeck seconded. Approved as amended.
  - D. **Approval of Minutes:** Mrs. Nussbaum motioned, Ms. Borre seconded. Unanimous approval of the February minutes.
  
- II. **Student Performance**
  - A. **Kodály Program in Lower School:** To illustrate what the choir curriculum looks like in the classroom, Mr. Alvarado presented a five-minute video of actual music classes in our Lower School. He followed that with a recording of the 4<sup>th</sup> and 5<sup>th</sup> grade choir that meets twice a week after school. Mr. Alvarado is pleased to see what the students have learned in the program thus far.
  
- III. **Board Training/Development**
  - A. **Board Module Training:** Mrs. Hall presented the highlights of the following modules and explained them to the Board. She also instructed the Board as to the unique ways MacLaren interprets and utilizes this information.
    - i. **Board Module #15 – Data Driven Decisions**
    - ii. **Board Module #16 – Accountability and Program Assessment**
    - iii. **Board Module #26 – Parent Involvement**
  
  - B. **Colorado League of Charter Schools (“The League”) Annual Conference:** Mr. Alvarado and Mrs. Hall attended two conferences the week of February 25: The Institute for Classical Education conference in Phoenix and the League conference in Denver. Mrs. Hall also attended Colorado Charter School Institute (CSI) training on Wednesday of that week.

Mr. Alvarado spoke about the conference in Phoenix. He mentioned that two of the speakers affirmed the choices we have made in our Lower School curriculum and had some helpful and interesting things to say about Core Knowledge, in particular.

Staff and Board members who attended the League conference offered highlights of what they learned at the conference. A total of two Board members and four staff members attended.

Mrs. Hall reports that much of the conversation and networking at the conference focused on two controversial bills that had been proposed by state legislators and were headed into committee within the next few days. One bill addressed sex education and the other one addressed Mill Levy Override equalization for CSI schools.

#### **IV. Status Reports**

- A. Executive Director:** Mrs. Hall highlighted the following things to the Board: the League conference, spring sports having begun, our first Leisure Day, our last Information Night for the enrollment season, and the Social Media and Our Kids presentation to parents. She also pointed out the presentation planned for students next month about the dangers of vaping. This will be done in conjunction with El Paso County Health Department. Mrs. Hall is also working on preparing for summer school, hiring for next year and updating the handbooks. Mrs. Hall took a moment to explain the enrollment numbers to the Board, noting that these numbers have not taken normal attrition into account. We usually have up to 10% attrition. She announced that because we had a particularly strong wait list in 4<sup>th</sup> grade, the administration has decided to open a third section of 4<sup>th</sup> grade next year. Mr. Alvarado briefly shared reflections about the first Lower School Community Sing-along that took place last week -- a beautiful evening, with good lessons learned regarding event planning and expectations for behavior.
- B. Dashboard:** Nothing unusual to highlight.
- C. Finance Committee:**
- a. February Financial Statements:** Ms. Borre noted that we will need to approve a supplemental budget because it is required of us if there are significant changes to the original budget. In our case, both our revenue and expenses are more than we projected. Everything else is on track where it should be.
  - b. Motion – Foundation Liability:** postponed until next month's meeting. Need to check with the auditor on some details.

#### **V. Announcements**

- A. Senior Drama Productions:** Mrs. Hall invited the Board to attend the upcoming Senior drama productions – *Radium Girls*: April 29-30, 6:30 p.m. and *The Trojan Women*: May 2-3, 6:30 p.m.
- B. Spring Fine Arts Night** – May 7, 6:30 p.m. at the Pikes Peak Center
- C. Graduation – new time** – May 25, 10:30 a.m. at the City Auditorium
- D. Next Regularly Scheduled Meeting:** April 25, 4:00 p.m.
- E. CSI Resolution for Mary Faith Hall:** Mrs. Nussbaum announced the resolution signed by the Board Chair of the Charter School Institute in honor of Mrs. Hall being named Charter School Leader of the Year at the League's annual conference on March 1. Mr. Alvarado honored her and, after adjournment, the Board and staff who were present celebrated with her.

**VI. Adjournment**

**A. Motion to Adjourn:** Adjourned at 5:10 p.m.

Respectfully submitted by:

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Katherine A. Brophy, Minutes Recorder

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Date