

**Thomas MacLaren State Charter School  
Board of Directors Meeting  
August 23, 2018  
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 4:00 p.m.
  - A. **Roll Call:** Present: Mr. Sam Edwards, Mrs. Melissa Nussbaum, Ms. Diane Borre, Mr. Tim Fuller, and Mr. Tim Seibert. Mr. Paul von Boeck joined in via phone. Mrs. Hannah Parsons arrived at 4:05 p.m. Also present were Mrs. Mary Faith Hall, Executive Director, Mr. Ben LaBadie, Assistant Head of Upper School, Mr. Nico Alvarado, Head of Lower School, Mrs. Katherine Brophy, Director of Communications, Mrs. Kari Coleman, Executive Assistant to Executive Director, Mrs. Debra Richards, Executive Assistant to Head of Lower School, Mrs. Deanna Finch, Administrative Assistant and Mr. Eric Hall, Founder. Three MacLaren parents were also in attendance.
  - B. **Public Comment:** None.
  - C. **Approval of Agenda:** Unanimous approval.
  - D. **Approval of Minutes:** Mr. Seibert motioned, Mrs. Nussbaum seconded. Unanimous approval of the July minutes.
  
- II. **Student Performance**
  - A. **Writing Program Update:** Mrs. Hall gave a brief overview of our writing program and some of the issues we were beginning to see more regularly among the high school students and their approach to writing. Mrs. Jeanette DeCelles-Zwerneman, a member of the Academy Project team, gave a 2-day workshop on our revised writing program to all Humane Letters and Literature and Composition teachers earlier this month. The revised program provides expansion and clarification of our current writing program.
  
- III. **Board Training**
  - A. **Board Module Training:** Mr. Hall spent time explaining the pertinent points that are highlighted in the following training modules: Board Structure and Responsibility, Board Relationships and Pitfalls to Avoid.
  
- IV. **Status Reports**
  - A. **Head of School:** Mrs. Hall was delighted to share with the Board that last year's juniors tied for the #1 SAT composite score in the Pikes Peak region and tied for #5 in the state. Last year's sophomore class posted the #1 score in the region for the PSAT and the #3 score in the state. Other items of note: fall athletics are just beginning, we have a new Highlander logo and monogram, and enrollment is very fluid. She invited the Board to "come and see" what we are doing during the day at the school. She honored Mr. Alvarado for how well things are going 10 days into the

start of the school year. Mr. Alvarado took a few minutes to address the Board, explaining what is going well and what they are still tweaking. He spoke about the teacher training that went on at the beginning of August and what that was comprised of. He highlighted some of the more beautiful cultural moments he has witnessed inside and outside the classroom. He mentioned how grateful he was for all the support that he has received from the Board and all the other employees in the startup of the Lower School. He also invited the Board members to “come and see”.

**B. Dashboard:** Mrs. Hall began by asking the Board if this was the format they wanted for the Dashboard this year. She tried to incorporate their suggestions from the previous Board meeting. A few Board members gave comments about the format and asked questions about why certain information wasn't listed. Mrs. Hall answered their questions and will tweak the Dashboard format accordingly.

**C. Facility Update:** Mrs. Hall told the Board that we are finishing up the last things we had planned for this summer's renovations and upgrades. Some Board members had technical questions which they decided to address in more detail at the annual Board retreat in November.

**D. Finance Committee:**

1. **July Financial Statements:** Mrs. Borre said there were no surprises in the July statements. They are waiting for the final audit numbers and we should get a copy of the audit at the next Board meeting.

**V. Policy Review**

**A. SY18-19.1 Parent Notification of Employee Conduct:** Mrs. Hall is concerned that this policy is an overreach and does not like the wording. We are unable to waive out of it, however. A number of the Board members expressed their concern, as well, and were uncomfortable with approving something that they did not agree with, even though approval of this policy is required by our authorizer. Mr. Seibert suggested that we hold on the vote until the next Board meeting so that we can do some more research about it. Mrs. Hall was amenable to that suggestion, as were the rest of the Board members.

**B. SY18-19.2 Restraint and Seclusion:** Mrs. Hall explained that we have always followed this law, but now we are required to adopt a policy that says we are following this law. Mr. Seibert motioned, Mr. Fuller seconded. Unanimous approval.

**VI. Announcements**

**A. CSI Representatives Visit:** Representatives from our authorizer, the Charter School Institute (CSI), will be visiting the school and attending our next board meeting, as a part of the charter renewal process. Mrs. Nussbaum suggested we push the Board/Staff Meet and Greet to the next Board meeting in October.

**B. Next Regularly Scheduled Meeting:** September 27 at 4:00 p.m.

**C. The Paideia Proposal seminar:** Mrs. Hall will facilitate a seminar on *The Paideia Proposal* especially for new Board members, but all are invited to come. The time and date of the seminar will be forthcoming.

**D. Annual Board Retreat:** November 10 at Colorado College. More details will follow.

**VII. Adjournment**

**A. Motion to Adjourn:** Motioned by Mr. Edwards, seconded by Mrs. Nussbaum. Adjourned at 5:06 p.m.

Respectfully submitted by:

\_\_\_\_\_  
Katherine A. Brophy, Minutes Recorder

\_\_\_\_\_  
Date