



**Thomas MacLaren School**  
**Board of Directors Meeting**  
**April 27, 2023**

**Approved**

**AGENDA**

- I. Call to Order** Mr. von Boeck called the meeting to order at 4:03 p.m.
  - A. Roll Call: *Present:* Mr. Paul von Boeck, Mrs. Diane Borre, Mrs. Katherine Brophy, Mrs. Carol Neel, and Mrs. Khristine Prickett Vadala. Mrs. Meredith Wardwell Sherman arrived shortly after roll call. Mrs. Dawn Conley's absence was excused. *Also present:* Mrs. Mary Faith Hall, Executive Director, Mr. Nico Alvarado, Head of Lower School, Mr. Ben LaBadie, Head of Upper School, Mr. Tim Pingel, Assistant Head of Upper School, Mrs. Bridget Rector, Assistant Head of Upper School, Ms. Katie Maslow, Assistant Head of Upper School, Ms. Laura Schlichting, Assistant Head of Lower School, Mrs. Lori Richardson, Director of Finance, and Mrs. Rebecca von Boeck, Lower School Student Support Aide. Guest Mr. Michael McManus joined by zoom (remaining only through his presentation)
  - A. Public Comment (3-minute limit): There was no public comment.
  - B. Approval of Agenda: Mr. von Boeck noted the need to move the Board Training and Development component to the beginning of the meeting. Mrs. Neel motioned approval. Mrs. Vadala seconded. There was unanimous approval.
  - C. Approval of March Minutes: Mrs. Borre motioned approval. Mrs. Vadala seconded. There was unanimous approval.
  
- II. Board Training and Development**
  - A. Charter Renewal Process – Mr. McManus explained the submission requirements and in-person conversations required as part of MacLaren's charter renewal through CSI, including submission of the strategic plan, completed Board evaluation, and four-year budget forecast. All documents are due October 18. CSI staff will conduct a site-visit to MacLaren, with conversations focused on strategies identified in the Unified Improvement Plan (UIP). The process will culminate with a renewal report submitted to CSI's Board with a decision expected near year-end. Mrs. Vadala inquired about the contract term length, to which Mr. McManus responded. Mr. von Boeck summarized the MacLaren Board's level of engagement throughout the renewal process.
  - B. Exceptional Student Services – Mrs. Hall gave a presentation on Exceptional Student Services and explained the primary qualifications and requirements for the academic services: Special Education, Section 504, English Language Learners, and Gifted and Talented. Students may receive

support in multiple categories concurrently, according to identified needs. Mr. von Boeck asked how the need for these services has grown over time. Mrs. Hall responded with historical data and indicated MacLaren is working to ensure services are appropriately staffed and that program success is measured in appropriate ways.

**III. Student Performance**

- A. Invitation to Upper School Fine Arts Night: Mrs. Hall invited the Board to attend Fine Arts Night, a culminating event where all students in grades 5-12 perform at the Pikes Peak Center.

**IV. Policy Review and Accountability**

- A. Approve US Parent-Student Handbook: Mrs. Hall highlighted language added to the handbook that explicitly states compliance with HB20-1336. Mrs. Neel asked for curriculum examples of how standards are met. Mrs. Rector responded. Mrs. Vadala motioned approval. Mrs. Neel seconded. There was unanimous approval.
- B. Approve 2023-2024 Employee Handbook: Mrs. Hall highlighted updates to the handbook related to employee dress code and conduct. Mrs. Vadala motioned approval. Mrs. Neel seconded. There was unanimous approval.

**V. Status Reports**

- A. E.D. Report: Mrs. Hall summarized the completion of state testing and year-end events. She indicated the team is planning for next year, including the charter renewal process. Mrs. Hall invited Board members to junior drama presentations and graduation. She gave an update on enrollment for next year. Mrs. Vadala asked about enrollment numbers, to which Mrs. Hall responded.
- B. Dashboard: There were no comments the dashboard.
- C. Finance Committee: Mrs. Borre concluded that MacLaren is on track for revenue and expenses. She shared that funds placed in the COLOTRUST account are earning interest. Mrs. Brophy asked a question about the account. Mrs. Borre indicated she would provide an update. Mrs. Vadala asked about Mrs. Borre's Board term. Mr. von Boeck asked the Board to forward potential Board candidates to himself and Mrs. Sherman.


**VI. Announcements**

- A. Fine Arts Night, Pikes Peak Center, May 5, 6:30 p.m.
- B. May Board meeting scheduled for May 18, 2023

**VII. Adjourn**

Mrs. Vadala motioned to adjourn the meeting; Mrs. Borre seconded. There was unanimous approval. The meeting adjourned at 4:53 p.m.

Respectfully submitted by:

  
\_\_\_\_\_  
Julie Divine, Minutes Recorder

May 18, 2023

\_\_\_\_\_  
Date