

CIVA Governing Board Meeting
4635 Northpark Drive
May 17, 2011

Members Present: Frank Cuna, Todd Guller, Lizabeth Jordan, Stacey Rivera, Vickie Gibson, Randy Zimmerman, Christie Schwank, Christina Elmore, David Foiles, Jeff Miller, Brandy Vasquez, Jamie Cross, Reggi Dineen

Members Absent: Ricky Pass

Convened in Public Session: President Frank Cuna called the meeting to order at 6:18 p.m.

Approval of Minutes: Ms. Jordan moved to accept the April meeting minutes as drafted. Ms. Gibson seconded. Motion passed unanimously.

Approval of Agenda: Mr. Cuna added conflict of interest to non-action items and added an executive session to do first as it pertains to personnel matters. Motion to approve agenda as amended made by Mr. Foiles, seconded by Ms. Jordan. Motion passed unanimously.

Convened in Executive Session: 6:20 p.m.

Reconvened in Public Session: 6:34 p.m.

Two action items were discussed in executive session. Mr. Zimmerman motioned for 1st item discussed in executive session be approved by the Board. Ms. Jordan seconded. Motion passed unanimously. Mr. Cuna motioned for 2nd item discussed in executive session to be approved. Mr. Zimmerman seconded. Motion passed unanimously.

NON-ACTION ITEMS

School Report - Randy Zimmerman:

- **Graduation Update:** Graduation will be 5/26 at 2:00 PM. Key note speaker will be Jan Tanner and Jeff Miller will be the faculty speaker. Ms. Rivera will check into Old Chicago for staff, board, and Jamie to see if we want to go. 25 seniors will be graduating rather than 26 due to service hours non-compliance and credits. We will support that student in summer school via D11. Graduation rehearsal is from 1-3 in the auditorium on 5/25.
- Master Calendar-Tonight will be the Ultimate Frisbee banquet. It will be held in the Cuna Café. The girls team took 4th in state and the boys team took 11th out of 20 or so teams. This Friday is the end of year community picnic at CIVA. The Booster Club is setting up an awesome picnic for us. 7-9 will be the film festival. Up to 6 certificates will be awarded and cash prizes will be presented to 1st-3rd. Saturday is the Senior Breakfast at Pulpit Rock. It will be 9-11 AM. We will be doing a raffle for the seniors who have applied to and been accepted by colleges. Next week, Tuesday and Wednesday will be finals. Friday is the last day for teachers. First day of school for 2011-12 will be 8/17, 8/11 for staff. CIVA will be hosting a QL training on 9/27 & 28. The master calendar is almost done.
- Spring OLE-66 students and 7 staff members went. A mini-OLE was conducted at CIVA for the students that stayed back. OLE's are really going to a higher level with the staff we have now. Facility was good as was the weather.

- Charter Rally-It was a wonderful event. CIVA got a scholarship of \$150 to pay for transportation.
- Discussion of commercial again about also adding facebook “business” page that people need to add.
- Enrollment status-110 students are confirmed to return to CIVA next year. 25 new students have enrolled. 31 have indicated they are coming, but need to complete their paperwork. We are roughly around 150 right now. Postcards were a great marketing campaign to increase attendance. Planning to do another open house in September. Also, online searches have been a great way for prospective students to find us.
- ACT scores-Our average bumped up from 17.6 to 18.5 so great news by our calculations.

General

- Summer projects-Curb appeal. Front office sign. Southwest door getting an angled electronic sign (price range is \$4,000-\$8,000). Work out back to make it look a little nicer since it is the main entrance. Crosswalk is going in in front of the school. Discussion about this followed.
- Star Teachers Council-Ms. Rivera reported that Mr. Miller has been nominated to this council via the League of Charter Schools. Mr. Miller will receive free registration to the Colorado Charter Schools Conference in February 2012, including free hotel accommodations at the event.
- Booster Club-They want to open a checking account at US Bank. Ms. Elmore moved that the CIVA Booster Club opens an account at US Bank and have Ms. Cook, Mr. Zimmerman and Ms. Elmore as signers. Mr. Foiles seconded. This will be separate from CIVA. The motion was amended to have Ms. Elmore, Ms. Tamblyn, and Ms. Martinez as signers. Motion passed unanimously.
- Conflicts of Interest-Ms. Elmore is on Booster Club and the Board. Ms. Vasquez works for the Gazette and CIVA advertised with them occasionally. The Board is aware of these conflicts and they have no problems with that.
- Booster Club-They have incorporated and have an EIN number. Found an organization to get 501(3), Parents Booster Organization, so they don’t need to pay a fee for doing 501(3) because it is under the Parent Booster Organization. Booster Club reports that we have Pita Pit, Pepsi, Bogos, 711, and Cici’s Pizza as a few of the community sponsors we will have advertised along our fence next year (we have 9 sponsors in total). Pita Pit will be donating plates of food 4 times each year. Some of our sponsors will be donating money. Mr. Miller asked about sponsor logos being put on flags, programs, etc. Ms. Rivera asked about putting CIVA postcards in stores or putting CIVA on receipts.

Marketing Committee Report: Ms. Rivera is working on getting the marketing plan on paper.

Discussion Items:

- Purchase of vehicles-Mr. Guller reported that, in exploring the vehicles used in past years, he found that there is a federal transportation law about transporting students in passenger vans (except from home to school) is a violation of that law. Other option is an activity bus/small van/14 passengers (these run \$33,000 or more). Ford has a fleet price and we’re looking at 2 versions of a short bus which hold the same amount of people for \$36,000 for a 14 passenger and \$41,000 for a 24 passenger (\$5,700 discount on the smaller one, \$5,600 on the larger one). CDL would be required for the 24 passenger. These comply with transportation laws.

Available funds would be the bus rental allowance already in the athletic budget as \$10,400 (\$867.92/month). These busses come with roadside assistance and a 5 year warranty. Mr. Foiles talked about the possibility of a limited bus route for some kids. Further discussion of transportation regarding two 14 passenger vehicles would be strongly favorable for CDL reasons. Over 14 passengers requires a CDL license. Ms. Rivera inquired about the possibility of buying a used van to avoid hardships on the budget. Logistically, it is a pain to rent vans. This would open up the possibility for more field trips, etc. and putting a CIVA logo on our busses would get our name out there more. From a teacher perspective, it would be great. It was discussed if D11 would look down on CIVA for pulling reserve money to buy busses. If we have more kids, it would be a different story on budget. Can't forget that we're paying out for nothing by renting and if we had busses, we would have an asset. Just in athletics, we save \$10,400 from the budget each year. These busses would be better for safety and would avoid the issue of D11 busses not showing up on time or not at all. The liabilities are as important budget concerns. After mid-June 2011 are no longer available. One time cost versus taking out of reserves each year. Ms. Gibson motioned to purchase two 14 passenger vans, Ms. Elmore seconded. Discussion continued regarding insurance costs, etc. Mr. Guller will find out what the cutoff date is. A decision regarding the purchase of activity buses was tabled until the June 7 Special Board meeting.

Student Representative: Mr. Cuna thanked Jamie Lyn Cross for her service to the Board and is going to buy a CIVA sweatshirt for her.

Financial Report: Ms. Schwank indicated that Mark extended time and have a new preliminary budget. Preliminary budget was discussed. There was discussion about what to do about curb appeal in the front and back. Mr. Cuna asked to establish a committee to work on some sort of plan to generate ideas for the curb appeal project. Volunteers were: Mr. Foiles, Ms. Elmore, Mr. Zimmerman, Mr. Cuna and Ms. Vasquez. There was discussion about a solar sign and light up sign.

Special Board Meeting: June 7 will be a special board meeting to look at the curbside appeal project and the vehicle deal. These issues are tabled until then.

Adjourn: Mr. Cuna adjourned the meeting at 8:42 p.m.