

Board Agenda – 12 Jan 2018

1:00 to 2:00 p.m. at the Academy of Advanced Learning

1:00 – 1:05	Call to order and welcomeApproval of agendaApproval of 8 December minutes
1:05 – 1:15	Update on school and projects Data board/ academic achievement Construction for 7 th and 8 th grades Playground Budget CCSP grant Loan Fundraising Academic awards assembly
1:15 – 1:30	Mandatory Board TrainingCDE modulesOther training
1:30 – 1:50	 Revised appropriations Change to the lease agreement Consent to Quarterly Report 2018-2019 Calendar
1:50 – 2:10	CEO evaluationKey goals and evaluationAutomatic renewal of CEO contractColorado project
2:10	Adjourn

Academy of Advanced Learning Board Meeting Minutes January 12, 2018

Present: Tammy Clementi, Rachel Trice, Dwight Jones, Aljean Tucker, Mike Miles

The meeting was called to order by Tammy Clementi.

- The agenda was approved
- The minutes for the December 8, 2017 Board meeting were approved.

Updates on school and projects:

- Data for academic achievement showed an average of one year's growth for mid year assessments.
- Mid year data did not show as much growth in kindergarten
- A second bid was set with Faurot Construction for the 7/8 wing. We may not make our original budget of \$500,00 for this construction due to rise in economy which raises costs. New goal is to stay under \$640,000.
- Playground fence was installed as well as a free offer for astro-turf which will installed on the PE field.
- Budget:
 - Received \$195,000 from CCSP
 - Will receive a loan at low interest from Jean Ellis in May for ?200,000
 - \$50,000 from landlord
- Academic awards assembly January 30th at 5:30 pm. 500 family members expected.

Mandatory Board Training:

- Board members must have completed modules by 12/31/17!! Two members still need to get their modules to Mike.
- There is a League of Charter Schools Conference January 12th in which Rachel Trice will attend.

Items for Board Approval:

- Appropriation Resolution was unanimously passed with Dwight bringing the resolution forward and Rachel seconding. (resvision was bottom line ending fund balance \$38,972)
- Change to the lease agreement was brought forward by Dwight with Aljean seconding and a unanimous vote to pass the changes. (\$50,000 was given the school by the landlord and in the future there will be some increase in the price per square foot starting in 2018-2019 and continue until 2031-32 due to increase in economy and leases throughout the city.)
- The quarterly report was passed through consent agenda.

 The calendar for 2018-19 was presented for Board feedback. The calendar will be posted on the website for parental input and then passed by the Board at a future meeting.

CEO Evaluation:

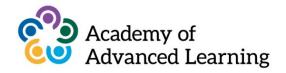
- A reminder that the CEO contract automatically renews in April unless the Board takes action before April.
- There was a discussion around the indicators for CEO Performance Evaluation with the Board generally approving the indicators but will meet in executive session to further discuss any changes to the indicators.

Miscellaneous:

- There is planning for a Third Future Schools start up in Colorado Springs for the 2019-20 school year.
- The Board would also like to set up a similar Performance Evaluation for the principal and assistant principal similar to the one for the CEO.
- The Board contributed the money for a staff lunch.

The meeting was adjourned for a walk through of the school with Mike Miles.

Respectfully submitted Aljean Tucker



Board Agenda – 9 Mar 2018

12:15 to 1:25 p.m. at the Academy of Advanced Learning

12:15 – 12:20	Call to order and welcomeApproval of agendaApproval of 9 Feb 2018 minutes
12:20 – 12:45	Board Bylaws • Presentation by Mike • Discussion • Board vote • Discussion of timing
12:45 – 1:00	 Update on school and projects Construction for 7th and 8th grades Budget Loan Fundraising Mill Levy Retention and Recruitment of students Retention and Recruitment of staff
1:00 – 1:10	Mandatory Board TrainingTechnical assistance
1:10 – 1:25	Colorado project
1:25	Adjourn

Academy of Advanced Learning Board of Education Meeting March 9, 2018

Attendance: Rachel Trice, Tammy Clementi (phone), Aljean Tucker, Mike Miles

Meeting was called to order at 12:31 pm.

There was a discussion concerning the Governance in the Educational System for Third Future (see Summary Chart)

- The attorney has reviewed the document on two separate occasions.
- There was some confusion around the exact definition of "innovation" within the document.
- The Council, which is separate from the Board will be initially appointed by the CEO and then the members will fill their own vacancy after their initial appointment.
- The Council will be developed within the next two weeks.
- The board will need to select another board member because two present members will move to the Council.

A motion was made by Aljean Tucker to accept the Governance in the New Education System and the new by-laws. Motion was seconded by Rachel Trice and there was a unanimous yes vote that ensued.

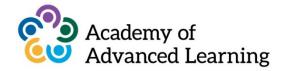
Update on School and Projects

- Construction on the 7/8 wing will begin in two weeks with all classrooms having ceilings.
- Budget
 - Loan for \$250,000 at 3.5% interest for construction with July 2019 first payment
 - o Fundraising continues with \$100,000 from gates and \$60,000 from Anshutz
 - Mill Levy monies from APS will be 95% of total if approved by their Board with a slight increase in money for fees.
- Retention and Recruitment
 - o 92% of students will return
 - 181 new registrations
 - o 100% of staff want to return with one staff nor being renewed.
 - o Teacher to be hired one 8th grade math teacher and one Learning Coach.

There will be Mandatory Board Training

There was a discussion of the possibility of obtaining the PPPrep building in Colorado Springs.

Meeting adjourned at 12:59 pm Respectfully submitted by Aljean Tucker



Board Agenda – 13 April 2018

1:00 to 2:00 p.m. at the Academy of Advanced Learning

1:00-1:10	Call to order and welcome
	 Approval of agenda
	• Approval of 9 Mar 2018 minutes
1:10 – 1:30	Update on school and projects
1.10 1.50	• Construction for 7 th and 8 th grades
	Budget
	o Loan
	Fundraising
	Mill Levy
	Quarterly financial statement
	Retention and Recruitment of students
	Retention and Recruitment of staff
1:30 – 1:40	Mandatory Board Training
	Technical assistance
	(http://www.cde.state.co.us/cdechart/chartregstart)
1:40 – 2:00	Other
	 Sign APS services agreement
	 Election of two Parent-elected Directors
	• Official selection of at least two Council members
2:00	Adjourn

Academy of Advanced Learning Board of Education Meeting April 13, 2018

Attendance: Rachel Trice, Tammy Clementi (phone), Aljean Tucker, Mike Miles

The meeting was called to order by Tammy.

Updates:

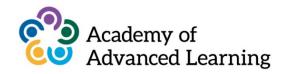
- Construction for the 7th and 8th grade classrooms has begun with metal framing for walls completed. Budget is tight causing some alteration of plan (no PD room, No ceiling in corner classroom, no carpet in art room).
- Budget was enhanced with \$50,000 from Gates, \$60,000 from Anshutz
 - o We are likely to receive 95% of Mill Levy monies from Aurora School District
- We are expecting an enrollment of 640 students for next year. 92% of our current students have indicated that they are likely to return next year.
- All staff have been hired with the exception of an art teacher.

Tammy signed the APS service agreement.

There will be an election of 2 Parent-elected Directors in May.

The Board agreed to start the new governance system on July 1, 2018. Beginning in July Tammy and Dwight will move to Council

Board Meeting was adjourned at 2:04 pm



Board Agenda – 11 May 2018

10:45 – 11:45 p.m. at the Academy of Advanced Learning

Phone Call-in: 719 352-9121

10:45 – 10:50	Call to order and welcomeApproval of agendaApproval of 13 Apr 2018 minutes
10:50 – 11:05	 Budget Review 2018-2019 proposed budget Adopt appropriation resolution Approve new insurance rates
11:05 – 11:25	 Update on school and projects Construction for 7th and 8th grades Budget Loan Fundraising Mill Levy Retention and Recruitment of students Retention and Recruitment of staff NWEA testing
11:30	Adjourn

Academy of Advanced Learning Board of Education Meeting May 11, 2018

Attendance: Rachel Trice, Dwight Jones, and Mike Miles were present; Aljean Tucker and Pati Montgomery called in

The meeting was called to order by Rachel Trice at 10:45 a.m.

Agenda was approved. Minutes of the 13 April meeting were approved.

Miles reviewed the 2018-2019 proposed budget.

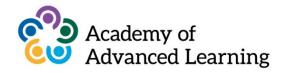
Appropriations resolution:

- Dwight Jones moved to adopt the appropriations resolution. Aljean seconded.
- The Board unanimously adopted the appropriations resolution.

New Insurance rates:

- Rachel moved to approve the new insurance rates. Aljean seconded.
- The Board unanimously approved the new insurance rates.

The Board adjourned the meeting at 11:10 a.m.



Board Agenda – 15 June 2018

12:00 – 1:15 p.m. at the Academy of Advanced Learning

Phone Call-in: 719 352-9121

12:00 – 12:05	Call to order and welcomeApproval of agendaApproval of 11 May 2018 minutes
12:05 – 12:15	Action items • Approval of independent auditor for 2018-2019 • Approval of CEO's contract
12:15 – 1:00	Unified Improvement Plan Training
1:00 – 1:15	 Update on school and projects NWEA testing Construction for 7th and 8th grades Retention and Recruitment of students Retention and Recruitment of staff
1:15	Adjourn

Academy of Advanced Learning Board of Education Meeting June 15, 2018

Attendance: Rachel Trice, Aljean Tucker, and Mike Miles were present; Pati Montgomery and Tammy Clementi called in

The meeting was called to order by Rachel Trice at 12:14 p.m.

Agenda was approved. Minutes of the 11 May meeting were approved.

Action Items:

- The Board approved the independent auditor (BKD) for the 2018-2019 school year. Rachel moved to approve and Pati seconded the motion. Carried unanimously.
- The Board approved the CEO's new contract. Aljean moved to approve and Pati seconded the motion. Carried unanimously.

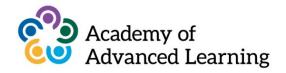
Unified Improvement Plan Training

 Kia Murray from the Colorado League of Charter Schools trained the Board on unified improvement plans. Topics included: Quality criteria (Big 5 guiding questions); 2017 changes to the SFP and use of mean scale score; state timeline for UIP submission and explore a sample UIP.

Update on school and projects

 Miles provided an update on NWEA testing, construction, and recruitment of students and staff

The Board adjourned the meeting at 1:30 p.m.



Board Agenda – 10 Aug 2018

1:00 – 2:15 p.m. at Castle Pines Library 360 Village Square Lane, Castle Rock

Phone Call-in: 719 352-9121

1:00 – 1:10	 Call to order and welcome Approval of agenda Approval of 15 June minutes Selection of officers
	Move into Executive Session to discuss lawsuit and CEO's contract
1:10 – 1:40	Executive SessionLawsuitCEO's contract and goals
	Move out of Executive Session
1:40 – 2:00	 Action items Approval of CEO's contract Approval of CEO indemnification Possible acceptance of new Board Member
2:00 - 2:15	 Update on school and projects Enrollment Budget Staff Construction Formation of the Council
2:15	Adjourn

MINUTES

Third Future Schools (TFS) Board Meeting August 10, 2018 Castle Pine Library, 360 Village Square Lane, Castle Rock, CO

Meeting called to order: 1:08pm

Board Members Present:

Aljean Tucker Rachel Ngola Patti Montgomery*

*Attended via conference call

Board Members Absent: None

TFS Staff Present: Mike Miles

Welcome

Rachel Ngola opened the meeting.

Motion to approve agenda as presented, Ngola

Second: Tucker

Vote: Unanimous approval

Motion to approve minutes from the June 15th board meeting, Ngola

Second: Tucker

Vote: Unanimous approval

Selection of Officers

Board discussed the idea of a retreat to go over topics including but not limited to: expectations of board members, guidelines on adding board members, and guidelines for determining CEO salary. Members agreed to meet on September 15th from 9am – 12pm at a Castle Rock library.

Aljean Tucker was nominated to President of the Board, Patti Montgomery was nominated for Board Vice President and Rachel Ngola was nominated as Treasurer/Secretary. Board agreed to revisit and potentially revote on officer selections after 6 months or when parent/other board members have been appointed.

Motion to approve appointment of board officers to nominated positions, Tucker

Second: Ngola

Vote: Unanimous approval

Mr. Miles requested an executive session to discuss lawsuit and CEO contract and goals **Motion to enter Executive Session at 1:23pm, Tucker**

Second: Ngola

Vote: Unanimous approval

Board ended Executive Session at 2:16pm and resumed regular meeting with the following approvals

Motion to approve increase in CEO salary to \$188,026.75, Tucker

Second: Ngola

Vote: Unanimous approval

Motion to approve of Third Future Schools paying for the reasonable costs of legal defense for CEO Mike Miles in the ongoing lawsuit with GEO Foundation and seeking and applying any available insurance proceeds to cover any allowable costs before spending school funds., Tucker

Second: Ngola

Vote: Unanimous approval

Possible acceptance of new Board Member

Board agreed to wait until after the meeting on September 15th, where they will go over commitment, goals and gaps, to select/evaluate new board members.

Reports

Mr. Miles shared an update on enrollment, budget and staff at AAL. Budget was adjusted from 639 students to 670 students based on current students "in seats" at 700 not including absences during the first week of school. One classroom, one teacher and 2 learning coaches have been added to accommodate additional students. Part-time office/custodial staff has been added as well. A full-time counselor is in the budget for year 3. School currently has SPED teacher and counselor twice a week. Mr. Miles anticipated adjustments to staff based on the opening of the school in D11, Colorado Springs.

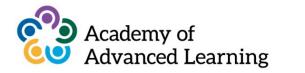
Mr. Miles reported that construction of the middle school area is done.

Mr. Miles gave an update on D-11 charter school status. Application has been submitted and decision is expected in November. Fundraising for the school is ongoing with approximately \$700K in grants and potential \$5.8M in financing.

The council has been formed effective July 1, 2018 and will have their first meeting on October 12, 2018 from 2 – 4pm

Motion to adjourn meeting at 2:32pm, Tucker

Second: Montgomery **Vote:** Unanimous approval



Board Agenda – 22 Sep 2018

9:30 - 12:30 p.m. at the Castle Pines Library

Room: The Loft

9:30 - 9:40	Call to order and welcome
	 Approval of agenda
	• Approval of 10 Aug minutes
9:40 – 10:55	The role and operations of the Board
	 Review Bylaws [Mike to present]
	 Function of the Board
	 Responsibilities of the Board
	Relationship with CEO
10:55 – 11:30	Goals for the CEO
	• [housekeeping: sign the approved CEO's contract]
	• Outline goals for the CEO and metrics for year-end incentive
	 Discuss student goals and outcomes
	• Discuss justification/ rationale for any future salary increase
11:30 – 12:00	Other items
11.00	 Discussion of possible new Board member
	Discussion of future parent-elected Board member
	 Sign CCSP renewal proposal
	Sign Cost Tenewar proposar
12:00 - 12:30	Update on school and projects
	• 2017-2018 achievement results
	 NWEA – beginning of year
	• Enrollment
	• Budget
	• Staff
	• Construction
12:30	Adjourn

MINUTES

Third Future Schools (TFS) Board Meeting September 22, 2018 Castle Pines Library, 360 Village Square Lane, Castle Rock, CO

Meeting called to order: 9.43am

Board Members Present:

Aljean Tucker Rachel Ngola Pati Montgomery

Board Members Absent: None

TFS Staff Present: Mike Miles, CEO

Welcome

Aljean Tucker opened the meeting.

Motion to approve agenda as presented, Ngola

Second: Tucker

Vote: Unanimous approval

Motion to approve minutes from the August 10th board meeting, Tucker

Second: Ngola

Vote: Unanimous approval

Goals for CEO

Tucker signed the approved CEO contract. Contract is the same as last year except for salary amount. Contract is effective August 10th, 2018, when approved, even though it was signed on September 22, 2018.

Miles presented performance goals and metrics for year-end incentive:

- K-3 Reading Growth goals and metrics were adjusted to break out each grade separately and use DIBELS for K-2 and NWEA reading growth for 3-8
- Miles will redistribute adjusted matrix to the Board. and present to council for approval

Motion to approve CEO's performance goals for 2018-2019 as amended, Ngola

- **Second:** Montgomery

- Vote: Unanimous approval

Discussed rationale/justification of future salary increase for the CEO role using CEO responsibilities as stated in the bylaws as guidance. Focus increase on value the CEO brings to/creates for the network through, but not limited to, brand, achievement of performance goals, expansion of vision and mission and financial health.

Tucker presented some statistics on administrator salary in charter schools in CO and nationally

The role and operation of the board

Board review bylaws presented by Miles. Some outcomes:

- Selection of parent board members: select 1 member from AAL in May or June 2019
 and wait 1 year to select 1 member from D-11
- Board meetings:
 - Board members will meet quarterly in person. Meeting place will rotate amongst existing schools. 1st in-person meeting is November 15th, 2018 at 1:00pm at AAL.
 - O Board members will also meet 2nd Thursday of every month (excluding the month of the in-person meeting) via electronic meeting (zoom). 1st electronic meeting will be October 11th at 6:00pm; 2nd electronic meeting will be December 6th at 6:00pm. At this meeting, the board will decide on when and where the next in-person meeting will occur.
 - Board members will be required to attend 60% of all board meeting in a year and 2 of them must be in-person meetings.
- Need to discuss timeline issues around performance achievement goals and CEO payout

Due to time constraints, the review of bylaws will continue at the next in-person meeting with a focus on Section 6B, #3 – ways to establish trust among the Board, CEO, Council, staff, parents and community. Board will also discuss Section 6B, #8 – evaluate board's performance and establish criteria

Motion to approve correction of misprint in the bylaws on page 16 | 20 under Article X, Section 1. Contracts from \$2,500, to \$25,000, Montgomery

Second: Tucker

Vote: Unanimous approval

This correction will go to the Council as it must also approve the change.

Other Items

Discussed potential new board member resume. Existing board members will present potential candidates who will then be invited for a 15-minute discussion at the next in-person meeting.

As covered under the bylaw's discussion, board will select parent elected board members from each charter school to ensure appropriate representation from each network school.

CCSP renewal proposal was signed prior to this meeting.

Aljean Tucker resigned as president of the board and will stay on as member. Rachel Ngola to take over as president of the board. Pati Montgomery will remain in Vice President position.

Motion to approve nomination of Rachel Ngola as board president, Tucker

Second: Montgomery **Vote:** Unanimous approval

Update on school and projects

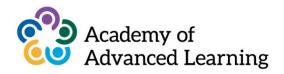
Miles presented 2017-2018 achievement results including a preliminary 2018 SPF, NWEA assessment in math and reading, DIBELS for kindergarten and PARCC. Enrollment is around 702/703 and is expected to be above projections Projecting a positive fund balance over and above TABOR for 2018/2019. Financial statements will be presented at the next board meeting.

AAL is currently hiring staff – learning coach and 1st grade teacher Playground will be done and ready for use next week.

Motion to adjourn meeting at 12:31pm, Tucker

Second: Ngola

Vote: Unanimous approval



6:50

Board Agenda – 11 Oct 2018

6:00 - 7:00 p.m. - Zoom Meeting

https://zoom.us/j/9417910427 Meeting ID: 941 791 0427

6:00 – 6:10	Call to order and welcome Approval of agendaApproval of 22 Sep minutes
6:10 – 6:30	Acceptance of 2017-2018 Independent Auditor's Report
6:30 - 6:50	 Update on school and projects Enrollment Personnel Budget Construction Instruction Coperni 3 Facility Charter application Meeting with D11 team CDE grant – sign assurances

Adjourn

MINUTES

Third Future Schools (TFS) Board Meeting Oct 11, 2018 Zoom Meeting

Meeting called to order: 6:03 pm

Board Members Present (on-line):

Aljean Tucker Rachel Ngola

Board Members Absent: Pati Montgomery

TFS Staff Present: Mike Miles, CEO

Welcome

Rachel opened the meeting.

Motion to approve agenda as presented, Tucker

Second: Ngola

Vote: Unanimous approval

Motion to approve minutes from the September 22nd board meeting, Tucker

Second: Ngola

Vote: Unanimous approval

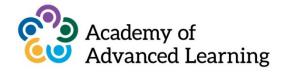
- Miles began with an update on the school:
 - Playground is in place
 - o Miles reviewed a few changes in staff positions
 - October count will be 698
 - We started on new construction: 3 ceilings and a cafeteria room
- Jodie Cates from BKD auditing firm joined the meeting at 6:15 p.m. She began a review of the **2017-2018 Independent Auditor's Report**
 - The audit process has been very smooth
 - There have been no significant issues
 - AAL received a "clean, unmodified opinion"
 - Cheryl Serrano is very meticulous
 - Small improvements can be made:
 - One accounts payable invoice was noted in the wrong year

- The "actual" amount noted in the 9-30-18 quarterly report is the same as the previous quarterly report
- Need to continue to be diligent about using both compensating controls and preventative controls
- Going forward, BKD will continue to work with the school on how to access risk and have a robust risk assessment
- o There will be new accounting standards related to leases starting in fiscal year 2021
- Miles finished the report on the school:
 - o Board will meet with D11 charter review team on Tuesday, 16 October
 - Miles will meet (via Zoom) with Rachel, Aljean, and Jessica on Sunday morning to review notes for the meeting with D11
 - We are moving forward with the Macy's building renovation
- The Board agreed to arrange for a dinner gift certificate for Cheryl Serrano for doing such a good job on the internal audit.

Motion to adjourn meeting at 7:02 p.m., Tucker

Second: Ngola

Vote: Unanimous approval



Board Agenda – 29 Nov 2018

1:00 - 2:15 p.m. - in-person meeting

At AAL, 431 Sable Blvd., Aurora

1:00 – 1:10	Call to order and welcomeApproval of agendaApproval of 11 Oct minutes
1:10 - 1:30	Update on Coperni 3FacilityRelease to CSI?CDE grant
1:30 – 1:45	 Update on AAL October count Personnel Budget Aurora MLO Construction Instruction
1:45 – 2:00	Future Board membersReview resumeProcess for interviewing
2:00 – 2:15	Tour of school
2:15	Adjourn

Academy of Advanced Learning Minutes for Board Meeting November 29, 2018

The meeting was called to order at 1:05 pm on November 29, 2018 by Rachel Ngola, Board President

Those in attendance: Rachel Ngola, Aljean Tucker, Mike Miles

Approval of the agreed was approved with the motion for approval made by Aljean Tucker and seconded by Rachel Ngola.

Minutes from the previous meeting were approved with the motion for approval made by Aljean Tucker and seconded by Rachel Ngola.

Update on Coperni 3:

- D11 Approved Third Future School, Coperni 3 to be released to CSI
- Grant money has been raised for Coperni 3 in the amount of \$690,000 for school year 2018-2019 with another \$100,000 in 2019
- The top floor of Macy's in the Citadel will house Coperni 3. The building with renovations will be purchased for \$6.2 million with a loan for \$5.8 million.
- CDE will be giving grant money over the next 3 years.
- A new office manager is being secured in January so that the present office manager can move to Coperni 3.

Update on AAL:

- Enrollment is 698 as of October Count
- A second grade teacher was replaced
- There will be mil levy coming in January
- Testing will happen in December to monitor students as well as instruction
- There is continued construction to improve the building especially due to increase enrollment.

Future Board Members:

 We have two possible candidates who will be contacted with the possibility of starting in January.

Board members toured the school Meeting was Adjourned at 2:47

Submitted by Aljean Tucker



Board Agenda – 5 Dec 2018

3:00 – 3:30 p.m. – in-person meeting

At Castle Pines Library

1:00 – 1:10 Call to order and welcome

• Approval of agenda

1:10 – 1:30 Action Item: Approval of Merger with Monarch

• Discussion

• Resolution

1:30 Adjourn

Academy of Advanced Learning Board of Education Meeting 5 December 2018

Attendance: Rachel Trice, Aljean Tucker, and Mike Miles

The meeting was called to order by Rachel Trice at 3:00 p.m. at Castle Pines Library

Agenda was approved.

Miles reviewed the proposed merger with the Monarch Board

Board members discussed the Merger and voiced some concern as to the financial position of the school and the capacity of Third Future Schools to operate AAL, Monarch, and the new Coperni 3.

Miles provided detail and information to allay the Board's concerns. As the Board's concerns were addressed, the Board approved the resolution to enter into a Merger with the Monarch Board. Third Future Schools remains as the surviving entity.

The Board adjourned the meeting at 3:45 p.m.