



## Elevate School

### Minutes

#### October Regular Board Meeting

---

##### **Date and Time**

Monday October 9, 2023 at 4:00 PM

---

The public comment portion of the meeting is set aside for members of the audience to make comments or raise issues that are not specifically on the agenda or those items that are on the agenda. These presentations are limited to three (3) minutes per person and the total time allotted to non-agenda items will not exceed fifteen (15) minutes. Individuals wishing to speak please complete a Public Comment Request Form by 10:00am on the day of the meeting.

---

##### **Directors Present**

Becky Madeja, Chancellor Brown, Cheryl Gorman, Veronica Maxwell

##### **Directors Absent**

Adam McWethy

##### **Guests Present**

DeAnna Jones (remote), Ryan Elliott

---

#### **I. Opening Items**

##### **A. Record Attendance and Guests**

##### **B. Call the Meeting to Order**

Chancellor Brown called a meeting of the board of directors of Elevate School to order on Monday Oct 9, 2023 at 4:01 PM.

**C. Approve Agenda**

Chancellor Brown made a motion to approve the October 9, 2023 agenda.

Cheryl Gorman seconded the motion.

The board **VOTED** to approve the motion.

**D. Approve Minutes from September 11 Regular Board Meeting**

Cheryl Gorman made a motion to approve the minutes from Regular Board Meeting on 09-11-23.

Chancellor Brown seconded the motion.

Becky Madeja abstained

The board **VOTED** to approve the motion.

**E. Core Values and Board Meeting Protocol**

Board read the Core Values. Ryan asked us to reflect on Elevate Core Values and how the core values ground us as a Board.

**F. Non-Agenda Public Comment**

No public comments.

**II. Agenda Items**

**A. Executive Director Report**

- Mission, core values were reviewed
- Rally cry “We are one” will turn into a banner
- Scope and Sequence - Oct. 4 was census day
  - 476 students (462 in 22-23)
  - Through October 5 attendance rate is above 96%
- Reviewed 22-23 CAASPP (ELA 79.80%, Math 69.18%) and Beginning of the year i-Ready data
- Parent/Family opportunities
  - Coffee with directors
  - Middle school parents/guardians invited to leadership assemblies. Well received
  - ELAC
  - Getting ready for HS and MS engagement mtg
  - Parent advisory meeting
  - Military coffee was well attended
- After-school opportunities

- Two middle school sports teams - volleyball and flag football
- New clubs starting on middle school campus starting next week (art club, HW club, chess club)
- Consideration being given to expand to other campuses
- The Local Indicators were reviewed with the Board

## **B. Financial Update**

DeAnna Jones gave a financial update.

- Reviewed Reports: The financial dashboard for August was reviewed, including some new reports such as the Cares Stimulus Expenditure.
- Recently Submitted Reports: Reports that were recently submitted included the spring ConApp, 2022-2023 federal interest earned (not required for Elevate due to funding), P2 revisions, various audit reports, and YE El Dorado SPED.
- Pending Reports for October: Reports that are pending for the month of October include Use Tax, Cares Stimulus Expenditure Reporting, ELOG Spending report, PCSGP, and Federal Cash Collection.
- Enrollment Numbers: There was a reduction in enrollment numbers compared to the budget. In Month 1, there were 475 students, while the forecast had been 476.

## **C. 22-23 Elevate Foundation Report**

In the Governing Board minutes, Kjersti Williams, the president of the Elevate School Foundation, provided the following report:

- Mission Statement Review: The foundation reviewed its mission statement.
- Foundation Website Access: It was noted that the foundation's website can be accessed through the Elevate website, with presentations linked to the website for easy parent access.
- Elevate School Foundation's Main Goal: The primary goal of the Elevate School Foundation is to support the school.
- Financial Update: The foundation reported a solid one-year financial status. They have allocated \$40,000 for salaries, focusing on PE, STEM, and Art, as well as \$20,000 for field trips. A fall appeal letter is scheduled for the coming week. APEX is the largest fundraiser.
- Annual Fundraising Plan: The foundation outlined its annual fundraising plan, which includes key fundraisers such as the fall appeal letter and the APEX fun run. Additionally, they have monthly activities like dine-outs and snow-cone days.
- Support and Volunteers: The foundation expressed the need for volunteers to support their initiatives. They highlighted ways for support, which include communication support from the school, volunteering from school staff, and participation from the board to help build community connections. It was also recognized that there are no paid staff members to execute these tasks.

- Involvement of Families: Families were encouraged to contribute by donating, volunteering their time, and helping in building community connections. Kjersti emphasized the importance of "The all important T's: time, treasure, talent."
- Long-Term Goals: The board was asked about their long-term goals for the foundation. Chance expressed gratitude for the updated information.

#### **D. 23-24 Board Goal Updates**

- Strategic Plan Update: Adam and Ryan had a meeting with 3rd Plateau. They've conducted focus groups, involving staff members and parents, to gather feedback. This feedback will be sent to the steering committee, and on October 19, the steering committee will convene to continue working with 3rd Plateau. A SWOT analysis is part of the process, and documents like LCAP have been shared with them.
- Community Partnerships: There's a discussion about community partnerships involving military, businesses, colleges, and how this relates to both the school board and the foundation's goals. The question was raised about defining what is meant by "community partners" and distinguishing between the board's goals and the foundation's community connection goals. Adam and Veronica were tasked with addressing this clarification.

#### **E. Director Evaluation Process Update**

In the discussion regarding the Director Evaluation process for the Governing Board minutes, Veronica outlined the following steps:

- Pilot Goal-Oriented Evaluation: It was proposed to pilot a goal-oriented evaluation process for the Director this year.
- Pre-Assessment Survey: To assist the director in selecting the goals he will focus on during the year, a pre-assessment survey will be distributed to both Board members and Elevate staff.
- Utilizing Survey Results: The results from this survey will play a crucial role in helping the director determine his next steps and the development of his goals for the evaluation process.

#### **F. Approve Proposed Posting Guidelines**

Veronica Maxwell made a motion to approve the proposed posting guidelines.

Becky Madeja seconded the motion.

The proposed posting guidelines had been updated from what was shared at the September Board meeting. The changes included:

- Addition of Ed Codes reference
- Deletion of Assistant Director's name

The board **VOTED** to approve the motion.

**G. Resolution to designate R. Elliott as Authorizing Agent for School Credit Card**

Chancellor Brown made a motion to designate Ryan Elliot as authorizing agent for School Credit Card.

Cheryl Gorman seconded the motion.

The board **VOTED** to approve the motion.

**III. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:45 PM.

Respectfully Submitted,  
Veronica Maxwell