



**Carbon Valley Academy Board of Directors Agenda
Regular Meeting Monday November 17th, 2008
8:30 p.m. (Harvard Room) Carbon Valley Academy**

Call to Order - Roll Call

Meeting was called to order at 8:54 PM.

Present: S. Ramsaur (P), S. Jarrett (T), M. Ingino (S). Also Present: T. Carey (ED), R. Murphy (Elementary Principal), P. Trautwein (Secondary Principal) and Parents.

Pledge of Allegiance

Led by: S. Ramsaur (P)

Additions to the Agenda

Public Comment - This portion of the Agenda is provided to allow members of the audience to provide comments to the CVA Board on items that are not being considered on the current Agenda. Please sign in and the President will call you. If your comments or concerns require an action, that item(s) will need to be placed on a later Agenda. Please limit the time of your comments to three (3) minutes.

D. Erickson, K. Erickson, Bill, Chris

Correspondence & Recognitions

a) New employees:

- None

Consent Agenda — Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless a Board member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda.

Motion to Table Consent Agenda items to next meeting: Made by: S. Ramsaur. Second by: M. Ingino. Against: None. Motion passed unanimously.

- Meeting minutes, regular meeting October 20th 2008
- Appoint Sharon Jarrett to vacated Director position (2012)
- Appoint Scott Ramsaur to vacated Director position (2010)

Staff & Consultant Reports

- a) PreSchool – Jodi Jansen (Not able to attend. Notes are from report)
 - a. Enrollment: Still have 5 spots open in 3 day afternoon pre-k class. Lost 2 students due to economic hardships. All 10 of CPP (Colorado Preschool Program) slots are full.
 - b. Recycle Project: Taught students to take care of themselves and their environment. Combined these two lessons and used milk jugs to create a skeletal system. Parents, preschool students and Creative Years Childcare Center in Frederick helped collect 600 milk jugs needed to complete the project. Each Pre-K student was able to complete a “Mr. Bones” to take home.
 - c. Field Trip: Organized a Mid-October trip to the Boulder’s Dinner Theatre Kids Kabaret to see the Gift of Magi. Pre-K had front row seats and every child that was chosen to help out on stage was a CVA Preschool student. Had a nice group picnic lunch in the park, and is grateful to all the parents that volunteered.
 - d. Halloween party: This year was planned and organized by parents. It was a special treat to teachers as they were able to move around to all the centers with their students.
 - e. Character Trait Development: Continuing to encourage the preschool students. This month’s Character Trait is Patriotism, and practiced the entire Star Spangled Banner. December is Giving and Thanksgiving. Will continue the gift giving tradition and will work with the preschool families to provide gifts for some of CVA families that are struggling. Last year CVA families provided gifts for 6 families as well as a grocery store gift certificate to purchase a holiday meal. Preschool worked with elementary and secondary students to collect food to assemble food boxes for families in need. Preschool will continue to collect this year to contribute to holiday food baskets.
 - f. Upcoming Events: Preparing for annual Thanksgiving feast as well as the big formal Holiday Tea Party in December. Both events involve complete child involvement. Held first tea party last year and had over 90 percent parent attendance. Event last year moved to D’Augustino’s to accommodate everyone.
 - g. Teaching Staff: Preschool staff continues to work as a strong team. They pulled together during a sudden and unexpected trip to emergency room and filled in for a Teacher when they were out on bereavement leave.
 - h. Administration Team Support: Honored to be a part of the Administration team at CVA and believes that we are a strong team working towards making CVA an even better school than what it currently is. The support that was received during the trip to the emergency room from preschool teaching staff and the Administrative team has contributed to the recovery. T. Carey and B. Wilson provided extra support and encouragement. It reinforces the fact that CVA is not only a great place to learn, but also a great place to work.
- b) Elementary – Principal Murphy
 - a. Character Trait: Very busy and exciting month at CVA. This month’s character trait has been patriotism. Children have been receiving Stallion Awards for showing the patriotism and for taking care of the school. The students seem motivated to receive awards and earn lunch with the principal.
 - b. Teacher Evaluations: In full swing. CVA has a very talented staff and it has been a joy formally observing the teachers. Most of the teachers want to be the very best they can be and are eager for feedback.
 - c. Junior Achievement: Have several parents and community members coming during the week. Very excited to have these volunteers share their experiences and vast knowledge with the students. Mrs. Romero worked very hard to set this up.
 - d. Student Council: In full swing. They are arranging a cat and dog food drive for the holiday season. Miss Demeter and Mrs. Boatman are working together to make student council a huge success and asset to the school. Each grade level has representatives and has exciting plans for the rest of the year.

- e. School wide food and clothing drive: Will be having next month. Students enjoy giving back to the community. Student council will be assisting in putting together food boxes to donate to some of our needy families within the CVA community.
- c) Secondary - Principal Trautwein
 - a. CVSA Parent-Student-Staff Meeting: Held on Wednesday, October 29th 2008. Parents and students had the opportunity to express their concerns and support for the school. About 80 parents and students attended, along with Mr. Carey and CVSA staff. CVSA implemented a week long Operation Respect project, where teachers have led special character education lessons. Board related items including location of agenda and minutes can now be accessed on CVSA website. There are now dedicated bathrooms of Men and Women. Building security will remain in lock down mode. Water cooler was donated and placed in building D for everyone to use.
 - b. Operation Respect: Teachers presented a variety of lessons. Operation Respect teaches students how to manage emotions, handle conflict peacefully and overcome ridicule and bullying. Believes these brief lessons helped the students work better together and with staff.
 - c. Changes at CVSA: Combined 7th grade sections (now one group of 21 students) so teachers have more time to prepare during the day including having more time to for supervision during passing periods and lunch.
 - d. CVSA Excitement: CVSA Cheer and Dance Team performed for the first time at the Fall Dance. Team is made up of 9 students in grades 6th-9th. RoboStallions Robotics Team placed 16th, out of 24, in the first Lego League district tournament at Monarch High School.
 - e. Upcoming Events: Nov. 17th-21st - Principal Swap, Nov. 17th – 5th Grade Parent Meeting, Dec. 1st – 5th Map Testing, Dec. 19th CVSA Family Ski Trip.
- d) Operations - Brandi Wilson (Not able to attend. Notes are from report)
 - a. Currently Interviewing Part-Time Maintenance and another Full-Time Instructional Assistant. Have several highly qualified individuals, still will need to have background checks to have them in the school.
 - b. Currently undergoing process of transferring employee retirement plans from district to our own. Will be using same company that is currently in place. Will be in place in January 2009.
- e) Executive Director – Tony Carey
 - a. MLO passed.
 - b. IRS requiring separate 403b plans.
 - c. HVAC fixed, up and running.

Discussion Agenda

- a) Discipline Policy
 - a. Discussion about previously held CVSA Parent-Student-Staff meeting with parental suggestions of shadowing.
- b) Combine Accountability Committees
 - a. Discussion was held between Board members with Principals input about combining the two committees into one due to information the two committees share.
 - b. It was also discussed how the two principals work really well together as a combined team and how well the meetings have been going with valuable educational input from Sherri Stevens-Carter (recently retired with SVVSD).
- c) Monitoring Reports
 - 203 Treatment of Staff
 - 202 Treatment of Students and Families

Board received the reports to read through weeks before November meeting.

Director and Committee Reports

a) Nominating Committee

Will have further discussion between board. In-depth interviews with potential candidates will be conducted the week after Thanksgiving.

b) Safety Committee

Will be presenting to staff at next meeting: Color Coded Safe Zones, working on buddy system. Hope to practice by the end of the year.

Action Agenda

Executive Session – None

Adjourn

Motion to Adjourn at 10:45 PM by: S. Ramsaur (P), Seconded by: S. Jarrett (T). Against: None. Motion carried.