



Carbon Valley Academy Board of Directors  
Regular Meeting Monday December 15, 2008  
7:30 pm (Harvard Room) Carbon Valley Academy

**Call to Order-**

The meeting was called to order at 7:35 pm.

**Roll Call: Present~**S. Jarrett(T), M. Ingino(S), S. Ramsaur(P) T. Carey(ED), R. Murphy (Elementary Principal), P. Trautwein (Secondary Principal), J. Jansen (Preschool Director), B. Wilson (HR) and Parents

**Pledge of Allegiance-** Led by S. Ramsaur

**Additions to the Agenda-**

T. Carey requested that the amended minutes for the October meeting be approved.  
Motion made by M. Ingino Second by: S. Ramsaur Approved by unanimous consent.

**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.

Brian Silbernagel

**Correspondence & Recognitions**

- **New Employees:**
  - a) Camilla Rosenberger- *Hired 11/08 as Instructional Aide within the 1<sup>st</sup> and 2<sup>nd</sup> grades. Also a licensed teacher.*
  - b) Michelle Bolitho- *Hired 12/08 as PT Administrative Assistant to Paul Trautwein at CVSA.*
  - c) Jared Hansberry- *Hired 8/08 as Physical Education Teacher for CVA and CVSA*
- Holiday Bazaar organizers Maria Goter (absent) and Shelly Imhoff were thanked for all of their hard work. S. Imhoff commented that due to the current economy the turnout was lower this year.

**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.

- a) Meeting minutes, regular meeting November 17<sup>th</sup> 2008  
Motion made by: M. Ingino Second by: S. Ramsaur. Approved by unanimous consent

**Staff & Consultant Reports**

- a) Elementary- Principal Murphy
  - a. Accountability Committee – Group has met several times this fall and have recommended student achievement goals for the school.
  - b. DRA (Reading Assessment) – Each student was administered DRA. This is used by many schools and will allow the school to track student's growth from year to year. Will also enable teachers to begin the school year with pertinent, usable information from the previous year.



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- c. MAPP testing – Currently finishing up. Testing is administered three times a year as a way to monitor student growth. Teachers use data to help place students in appropriate leveled reading groups as well as monitoring overall growth.
  - d. A Muppets Christmas Carol (Movie) – will be showing movie in gym on last day before winter break. Want to thank Mr. and Mrs. Stevenson for donating the projector and equipment.
  - e. Field Trips - Fifth Grade Classes went to see “A Child’s Christmas in Wales” at CU. Children loved the experience and many wrote stories about it. Second Grade classes went to the museum and had a wonderful turnout of parents to assist the teachers.
  - f. Coffee Talks – Continuing weekly meetings for parents to share thoughts and concerns. Considering looking at different times of the day to hold meetings for a greater turnout.
- b) Secondary - Principal Trautwein –
- a. Project Citizenship – Service program Mr. Cegielski (History Teacher), created for his 9<sup>th</sup> grade students. Mr. Tate (Technology Teacher) also helped students with research. Students were required to research and create a project to help our community. Two groups were formed and worked together. Students were very excited and showed a lot of maturity. Group #1: Salvation Army volunteers, planned a whole day event ringing bells in the area (chaperoned by Mr. C and parent Mrs. Silva) and also planned a separate toy drive. Group #2: Nursing Home volunteers will be at Broomfield Nursing home before winter break and will bring donated games, movies, baked goods and other gifts for seniors. Students will be playing games and doing activities with residents. Want to thank Mrs. Smith for volunteering to drive.
  - b. CVSA Family Ski Trip –130 skiers signed up for annual trip. Grades 5<sup>th</sup>-9<sup>th</sup> and their families were invited before winter break. Trip is a great way for coming together and enjoying being a part of the CVSA community.
  - c. Student Government Meetings - January 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup>, 29<sup>th</sup> and from 3-4 pm.
- c) Preschool - Jodi Jansen
- a. Character Development – First year implementing in CVA preschool curriculum. Staff has been creative in coming up with lesson plans. Continuing giving out Stallion Awards to students who display character traits of the month. School has set up collection box to collect food to add to CVA food boxes. Preschool put up a “giving wall” and have adopted 6 CVA families and 2 families in the Tri-Town community.
  - b. Holiday Tea-party – Before winter break, Pre-K students will participate in tea-party for the parents. Party will be held at D’Agostino’s Restaurant next to preschool. Owner is letting the school use their banquet hall for the party, in turn the preschool will repay them by having students over to clean up and plant flowers on their outdoor patio in the spring.
  - c. Student Performance – finished up with first round of Core Knowledge assessments. First year assessments have been computer generated. Had a representative from SVVSD and Colorado Preschool Program come and evaluate Preschool’s 10 CPP Students and the Preschool’s program. Staff is very pleased with the results received from the observations.
- d) HR- Brandi Wilson



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- a. Hired C. Rosenberger (Instructional Assistant) and M. Bolitho (Administrative Assistant).
- b. Was invited to attend meeting with other Charter Schools in the district for help with finding insurance providers. Not in need at the time but was a nice gesture to be invited.
- d) Executive Director –Tony Carey
  - a. Board needs more up to date financial report. It was determined that it was a reporting issue with the district not a financial issue. Construction on CVA has been put off until the economy turns around.
- e) Accountability Committee- Sherri Stevens Carter
  - a. CDE Commendations and Recommendations from report – will look at commendations and short-term recommendations and then will look at how the School Improvement Plan will support some of the changes being recommended.
  - b. School Improvement Process – CVA Accountability Committee has met several times and has recommended achievement goals to the school. Regular examination of assessment data and adjustment of instruction based on the data will be an ongoing process. Professional development will be provided to help teachers look at data and provide high quality instruction to meet student needs.

#### Discussion Agenda

- a. Bylaw revisions  
To be discussed at retreat in the spring.
- b. Board Expansion  
Board had preliminary discussion regarding further board expansion.

#### Director and Committee Reports

- a) Nominating Committee recommendations  
Suzanne Schlieker and Monique Miller were present to recommend JaNean Davis and John Felix to the board.

#### Action Agenda

- a) Resolution clarifying Board terms-see spreadsheet  
Motion made by S. Ramsaur. Second by S. Jarrett. Approved by unanimous consent
- b) Appoint Sharon Jarrett to vacated Director position (2012) tabled from December 5<sup>th</sup> meeting  
Motion made by S. Ramsaur. Second by M. Ingino. Approved by unanimous consent
- c) Appoint Scott Ramsaur to vacated Director position (2010) tabled from December 5<sup>th</sup> meeting  
Motion made by S. Jarrett. Second by M. Ingino. Approved by unanimous consent
- d) Two new Board member appointments  
Appointment of JaNean Davis to a 6 month capacity seat  
Motion made by S. Ramsaur Second by M. Ingino Approved by unanimous consent.  
Appointment of John Felix to a 6 month capacity seat  
Motion made by S. Ramsaur Second by M. Ingino Approved by unanimous consent.
- e) CVA Board Officer Election



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Motion to table until next meeting made by S. Ramsaur. Second by S. Jarrett. Approved by unanimous consent.

f) Set Board Meeting Times for 2009

Meeting day will stay at the third Monday of the month unless it falls on a holiday. Then it will be held the following Monday. Times will change to Work Sessions at 6:00 and Board Meetings at 7:00.

Motion made by M. Ingino. Second by J. Davis. Approved by unanimous consent.

**Executive Session – None**

**Adjourn**

A motion to adjourn was made by S.Ramsaur. Second by M.Ingino. The meeting adjourned at 9:36 pm.