**Facility Schools Board**

**Minutes of Meeting**

**January 11, 2024**

**Via Zoom**

**In attendance:**

Board Members Present: Steven Ramirez, Mylynda Herrick, Doug Hainley, Betsy Peffer, Sonjia Hunt, Rebecca Carpenter

Staff Present: Judy Stirman, Annie Haskins, Robin Singer, Darren Serrato, Wendy Dunaway, Lori Kochevar, Ann Symalla. \*Virginia Winter - contracted staff.

Attorney General’s Office: Jenna Zerylnick

Audience: Barb Taylor, Quixie Smith

Absent Board Members: Carolena Steen

Brief introductions from every meeting participant were conducted for our newest Board member Rebecca Carpenter.

**Meeting Commencement:**

Steven Ramirez calls the meeting to order. Rebecca Carpenter moves to open the Board meeting. Mylynda Herrick Seconds.

**Approval of Minutes for December 7, 2023. :**

Steven Ramirez calls for a review of the Board minutes.

Doug Hainley makes a motion to approve the minutes, and Sonjia Hunt seconds. The Board unanimously approves minutes.

**Approval of Agenda:**

Steven Ramirez entertains a motion to accept the agenda.

A motion was made by Betsy Peffer, seconded by Rebecca Carpenter to approve the January 11, 2024 agenda; the Facility Schools Board unanimously approved the agenda.

**Board Development:** Virginia Winter

* Reviews January – December 2024 work plan with the Board.
* Introduction to Facility School Board strategic planning.
* Reviewed Glossary of terms, Focus on mission and vision.
* Discussed Plan time horizon and taking stock of mandates.
* Board members agree with the 3-year plan horizon.

Jenna Zerylnick shares The Mission and Vision statement currently in the operating procedures came from statutory language.

Virginia asked what mandates and or policies exist for the Board to be paying attention to?

* The Board and Staff made a list of key documents to review to raise awareness of mandates.

Board Members - Sonjia Hunt, Doug Hainley, Mylynda Herrick, Steven Ramirez, and Betsy Peffer all agree with the Mission and Vision as currently stated in the Operating Procedures.

**Rocky Mountain Leadership School:**

Brief Introduction By Kent Moe, Brittany Hoffman-

* Plans to utilize a curriculum that incorporates direct instruction.
* Will obtain CARF accreditation.
* As the program grows they plans to offer vocational opportunities
* A more formal introduction and presentation will occur at the February 2023 FSB meeting.

Board member Rebecca Carpenter asks what CARF accreditation is? Board member Steven Ramirez advises that currently there are two national accreditors for the treatment component of facilities. The Facility Schools Board is tasked with developing an accreditation process for facility schools.

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|  | **Facility Schools Unit Update-**  CDE/ESSU/Facility Internal Updates- Judy- Jefferson Hills crisis program is closing on January 20th.  Data Management and Systems Support, December Staff - Lori- Currently working on the December Staff collection. This data collection is due on February 2nd. Offering Infinite Campus and i-Ready support.  Monitoring/Updates from the Field/Annual Report/ - Robin and Ann- All monitoring visits have been completed for this semester, graduation committee will be meeting next week, little out of district meeting is on January 31st.  IEP System Updates/State Assessments/ELD Plan - Annie- Finalizing paperwork to send to the IEP vendor. ACCESS for ELLs test window opened on Monday January 8th. Currently 25 students qualify for the ELL assessment. Will meet with Aurora public schools tomorrow to determine next steps for their students requiring the screener.  Induction/Workgroup, Wendy- Working on a variety of professional development opportunities for next year. Rules adopted last month should be published by the end of January or early February. Creating timelines for work group implementation, working through HR for TAC position.  Program Support, Darren- Processing monthly invoices for our vendors, started on paperwork for our Board meetings for the following fiscal year, providing support to our team wherever needed from purchasing supplies to putting together a decision tree for the specialized day schools authorization.  **Attorney General’s Office update**, Jenna- Reviewed her redlined changes to the facility schools operating procedure. Recommends the mission and vision within the operating procedures stay as is but welcomes any expansion to them.   * Board asked to review the redlined changes of the operating procedures. * Board will consider a motion/decision in February on adopting the updated operating procedures.   **Tuition Cost Update:** Robin Singer-   * Shared the tiered narrative description document for the new tuition cost process that will be brought forth by the tuition cost committee. * Reviewed a draft copy of the tuition cost chart. The Chart is currently divided into five levels. Levels 1 and 5 are currently blank, information will be added as the continuum expands.   **Authorization Process Overview:** Wendy Dunaway-   * Feedback from workgroup members and education directors was used to inform the authorization process for specialized day schools, as well as information noted in the bill. * Board members asked about the process for incident tracking; if there are best practices, guidelines regarding incidents; suggested looking at guidance for charter schools regarding incidents; and ensuring training is vetted and is provided to all new staff. |  |
|  | **Opportunity for the Public to Address the Board**  Members of the public who wish to address the Board must sign up prior to the meeting. Presentations are limited to 5 minutes.  **Next Steps/Adjournment of Meeting**  Steven Ramirez entertains a motion to adjourn.  A motion was made by Mylynda Herrick and seconded by Sonjia Hunt to adjourn. The Facility Schools Board unanimously votes to adjourn the meeting.  **Next meeting:** February 8, 2024 In-Person at Shiloh House. |  |