

## **Board Meeting Agenda – 23 Jan 2020**

**1:00 to 2:15 p.m. – In person and Zoom Meeting**

**Coperni 3 (431 Sable Blvd., Aurora); <https://zoom.us/j/763905733>**

- |             |   |
|-------------|---|
| 1:00 – 1:10 | Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li><li>• Approval of 19 December minutes</li></ul>  |
| 1:10 – 1:30 | Approval of Finance Items <ul style="list-style-type: none"><li>• FY20 Amended Uniform Summary Budget for AAL</li><li>• FY20 Amended Uniform Summary Budget for Coperni 2</li><li>• FY20 Amended Uniform Summary Budget for Coperni 3</li><li>• FY20 Appropriation Resolution for AAL</li><li>• FY20 Appropriation Resolution for Coperni 2</li><li>• FY20 Appropriation Resolution for Coperni 3</li><li>• FY20 Beginning Balance Resolution for AAL</li><li>• FY20 Beginning Balance Resolution for Coperni 2</li></ul> |
| 1:30 – 1:40 | Update on AAL Charter Extension   |
| 1:40 – 1:55 | Review NWEA data  |
| 1:55 – 2:10 | Recruitment plan  |
| 2:10 – 2:15 | Other items <ul style="list-style-type: none"><li>• Next Board meeting (20 Feb, in-person)</li><li>• Adjourn</li></ul>  |

### 1:00 to 2:30 p.m. – In-person Meeting Academy of Advanced Learning (441 North Sable Blvd, Aurora)

- 1:00 – 1:10      Welcome
- Attended in person, Director of Schools, Zack Craddock; Ms. Sword-Miller; Board Secretary, Kim Cawthorn; Rachel Ngola; and the TFS Director of Finance, Angela Perea. Attended via Zoom Mary Lindimore
  - Move to approve the Agenda, all agreed
  - Move to approve the 18 December meeting minutes with revisions, all approved
- 1:10– 1:30      **Approval of Finance Items**
- FY20 Amended Uniform Summary Budget for AAL
  - FY20 Amended Uniform Summary Budget for Coperni 2
  - FY20 Amended Uniform Summary Budget for Coperni 3
  - FY20 Appropriation Resolution for AAL
  - FY20 Appropriation Resolution for Coperni 2
  - FY20 Appropriation Resolution for Coperni 3
  - FY20 Beginning Balance Resolution for AAL
  - FY20 Beginning Balance Resolution for Coperni 2
    - In-depth discussion on all items and information presented by Finance Director Anglea Pera
    - Motion to Approve
    - All Agreed
- 1:30 – 1:40      Update on AAL Charter Extension
- Zach Craddock provided information on APS Board vote, next steps in contract negotiations, and future student enrollment.
- 1:40 – 1:55      Review NWEA data
- Zach Craddock provided information on mid-year NWEA data and all school on target to reach action plan goals.
- 1:55 – 2:10      Recruitment Plan

2: 10– 2:22

- Zach Craddock provided overview of the 2020 Communications plan that included specific actions, timelines, and measurable goals

Other items

- Next Board meeting is scheduled for:
  - 20 Feb 1:30 PM in Castle Rock (in-person)
- Move to Adjourn, all agreed

### 1:30 to 2:30 p.m. – In person meeting

**1<sup>st</sup> Floor Conference Room, Castle Pines Library, 360 Village Square Ln,  
Castle Pines**

- |             |   |
|-------------|---|
| 1:30 – 1:40 | Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li><li>• Approval of 23 January minutes</li></ul>   |
| 1:40 – 2:00 | Finance Committee Report <ul style="list-style-type: none"><li>• Budgeted versus actuals</li><li>• Cash flow report</li></ul>   |
| 2:00 – 2:15 | Personnel items <ul style="list-style-type: none"><li>• Staff intent to return</li></ul>  |
| 2:15 – 2:30 | Other items <ul style="list-style-type: none"><li>• Student recruitment<ul style="list-style-type: none"><li>○ Mailers</li><li>○ Transportation</li></ul></li><li>• Midland</li><li>• Next Board meeting (19 Mar, Zoom)</li><li>• Adjourn</li></ul> |

### **1:30 to 2:30 p.m. – In person meeting**

#### **1<sup>st</sup> Floor Conference Room, Castle Pines Library, 360 Village Square Ln, Castle Pines**

- 1:30 – 1:40                      Welcome and call to order by the Board President, Rachele Ngola Trice
- In attendance:
    - Mike Miles, TFS CEO
    - Rachele Ngola Trice, Board President
    - Jennifer Sward-Miller, Board Director
    - Kenyetta Clark, Board Director, via Zoom
    - Kimberly Cawthorn, Board Director
    - Angella Perea, TFS Business and Finance
    - Zach Craddock, TFS Director of Schools
    - Mary Lindimore, Board Director
    - Patrick Mills, Board Secretary
  - Motion to approve the agenda, all were in favor.
  - Motion to approve of 23 January minutes, all were in favor.
- 1:40 – 2:00                      Finance Committee Report by Jennifer Sward-Miller
- Budgeted versus actuals reviewed. In the future, variances will be tracked and assessed monthly. There was a discussion regarding budgeted expenditure and schedule/plan.
  - Cash flow report was tabled until next month's board meeting.
- 2:00 – 2:15                      Personnel items
- Staff intent to return: The projected staff turn-over is low and manageable for AAL and C2. There are challenges with retention at C3 but with the upcoming job fair there is a high probability of filling vacancies.
- 2:25 – 2:30                      Other items
- Discussion of AAL's new building. The CEO expects to have new contract with APS for a renewal with an increase enrollment projection. There was a review of the draft building plan view, the proposal is for a two story building.

- AAL Common Area Maintenance (CAM) is currently included in the lease agreement with the owner which has included property taxes. After a review it was agreed that TFS nor the property owner should be paying taxes on a 501C3. The CEO suggests that AAL and the owner share the CAM overpayment. Other options were discussed. The issue requires a resolution and will be an action item for the next board meeting. Mr. Miles will prepare additional options for board consideration for the next month's meeting.
  - Student recruitment
    - Mailers
    - Transportation
  - Midland, TX: TFS is close to signing a contract with proposed PPR of \$9,200, the district will cover services.
  - Next Board meeting (19 Mar, Zoom)
- Motion to Adjourn, all were in favor.

3:05

## **Board Meeting Agenda – 19 Mar 2020**

### **1:00 to 2:00 p.m. – Zoom Meeting**

**Join URL: <https://zoom.us/j/584897984>**

- |             |  |
|-------------|--|
| 1:00 – 1:10 | Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li><li>• Approval of 20 February minutes</li></ul>   |
| 1:10 – 1:25 | Finance <ul style="list-style-type: none"><li>• Finance Committee Report</li><li>• Meeting with CSI</li><li>• For Action: Property Tax Refund</li></ul>  |
| 1:25 – 2:00 | Other items <ul style="list-style-type: none"><li>• Coronavirus</li><li>• E-learning</li><li>• Student recruitment</li><li>• New facility</li><li>• APS charter contract addendum</li><li>• Midland</li><li>• Next Board meeting – Establish next three meetings</li><li>• Adjourn</li></ul> |

### 1:00 to 2:00 p.m. – Zoom Meeting

1:05 – 1:10

#### Welcome

- In virtual attendance: Mike Miles, Rachel Ngola-Trice, Kim Cawthorn, Mary Lindimore, Jennifer Sward-Miller, and Patrick Mills.
- Motion to approve the February agenda, all were in favor.
  - The April agenda will include a C3 expulsion debrief and findings.
- Motion to approve the February minutes, all were in favor.

1:10 – 1:XX

#### Finance

- Finance Committee Report – 2020/2021 enrollment is the primary concern.
- Meeting with CSI:
  - There are concerns regarding enrollment and that the TFS network sharing/loaning resources between AAL, which is at capacity, and C2/C3. CSI asked about the lowest enrollment thresholds for C2 and C3? The CEO and staff are examining budget options, e.g., reducing or eliminating Colorado Springs Conservatory music program. Reducing services is consider a last resort.
- For Action: Status of Property Tax Refund for AAL's Common Area Maintenance (CAM); the owner has agreed to reduce CAM cost per square foot. The property owner also has agreed to refund ~\$138K of tax payments. Refund payments will be spread over the next 36 months. The \$138K is less than the total taxes that have been paid and is compromise position.
  - Motion to approve the owners offer for refund, the Board unanimously approved.

1:25 – 2:00

#### Other items

- Coronavirus:
  - The network started online E-learning on March 18<sup>th</sup>. TFS has developed class schedules with teachers delivering content live online using Chrome books and Google Hangouts.
- Student recruitment – action are ongoing.
- There are plans for a new AAL facility on the same property that AAL is currently located. It is proposed that the property owner build a new school to TFS specs, which would then be leased back to AAL. If the building permit is denied or other issues arise, the CEO has a plan that



entails the Network purchasing land and building a school. The planned property is with 2 miles of AAL.

- APS charter contract addendum – on going
- Midland, charter approval will be before the board on Tuesday, 24 March.
- Next Board meetings – 1:00, 16 April, 21 May and 18 June. The June meeting will be in person.
- Motion to adjourn, all agreed.



## Ad Hoc Board Meeting Agenda – 9 April 2020

**4:00 to 5:00 p.m. – Zoom Meeting**

**Join URL: <https://zoom.us/j/697252880>**

- |             |  |
|-------------|--|
| 4:00 – 4:05 | Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li></ul>   |
| 4:10 – 4:20 | Charter Contract   |
| 4:20 – 4:45 | East Campus <ul style="list-style-type: none"><li>• Growing the number of students</li><li>• New education system</li><li>• Action: Allow Miles to enter into a lease agreement with Rick Campbell for the “East Campus”</li></ul> |

### 4:00 to 5:00 p.m. – Zoom Meeting

Join URL: <https://zoom.us/j/697252880>

4:00 – 4:02

Welcome:

In attendance: Zack Craddock, Patrick Mills, Mike Miles, Jennifer Sward-Miller, Kimberly Cawthorn, Angela Perea, Kenyetta Clark, and Mary Lindimore

- Motion to approve the agenda, all voted in favor.

4:10 – 4:20

Charter Contract:

Mr. Miles provided an overview of the APS Charter Contract to expand ALL from 750 to 1000 students. This is the first step in the process that will determine future facility needs and facility options. It appears, the new AAL Charter Contract will be approved by the APS board on April 21<sup>st</sup>.

4:20 – 5:00

East Campus Opportunity:

- AAL continues to grow, there are now more than 750 families who have shown interest in enrolling near-term. The original plan was to work with the current property owner (Mary Trong) to build a new building on the current site/lot, within 30 yards of AAL.

In March, Mr. Miles found that Aurora Community School (ACS) was planning to move into a school East of ALL, referred to as the “East Campus.” For various reasons, ACS will not take possession. The facility has over 35,000 sq. ft and would meet the expanding needs of the AAL. If available, TFS would like to make an offer for the East Campus. The CAM is approximately \$3.00 per square foot. The facility is assessed by Mr. Miles and Mr. Craddock as move in ready. APS will have to approve the facility before moving students from AAL to the East Campus. If the deal works out, 350 middle students from AAL would move into the East Campus. Breakeven enrollment to for the current AAL and the future East Campus is 820 students.

The addition of the East Campus would enable the implementation of the TFS New Education Dyad System. Specifically, by adding a “5<sup>th</sup> Quarter along with off-hours and on-line educational opportunities.

Motion to allow Mr. Miles to enter into a lease agreement with Rick Campbell for the “East Campus,” the motion was approved.

## 1:00 to 2:30 p.m. – Zoom Meeting

Join URL: <https://zoom.us/j/98475595983>

- |             |   |
|-------------|---|
| 1:00 – 1:10 | Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li><li>• Approval of 9 April 20 minutes</li></ul>   |
| 1:10 – 1:35 | Finance <ul style="list-style-type: none"><li>• Overview by the CEO</li><li>• Report from Finance Committee</li><li>• Approval of FY20 Supplemental Budget</li><li>• Approval of FY21 Proposed Budget</li></ul> |
| 1:35 – 1:50 | Finding more space <ul style="list-style-type: none"><li>• Loss of the East Campus</li><li>• Southwest Campus</li><li>• Summit Center</li></ul>   |
| 1:50 – 2:05 | The TFS Solution  |
| 2:05 – 2:15 | Update <ul style="list-style-type: none"><li>• Remote Learning</li><li>• Midland</li><li>• Fifth Quarter</li><li>• Staff recruitment</li><li>• Student recruitment</li><li>• Fundraising</li></ul>              |

### Executive session

Move into executive session to discuss the CEO's evaluation and contract.

### 1:00 to 2:30 p.m. – Zoom Meeting

1:00 – 1:10

Welcome

- Approval of agenda – approved
- Approval of 9 April 20 minutes – approved

1:10 – 1:35

Finance

- Overview by the CEO:

The CEO is expecting a “hit” as a result of CDE budget cuts associated with the COVID 19. TFS applied for and receive \$1.34M in payroll protection funds. The network will capitalize on savings by providing *Art of Thinking* classes remotely from AAL. The network can also reduce the need for substitute teachers by having students participate in remote learning from other teachers in the network.

The network expects approval for additional CARES funding.

- Report from Finance Committee:

The Committee reviewed the budgets for FYs 19-20, 20-21, and 21-22.

- Approval of FY20 Supplemental Budget:

Motion to approve the TFS FY20 supplemental budget, motion was unanimously approved.

- Approval of FY21 Proposed Budget:

Motion to approve the TFS FY21 supplemental budget, motion was unanimously approved.

Motion to approve use of the Fund Balance to cover the FY21 proposed budget.

Finding more space

- The East Campus deal fell through as a result of a successful enjoinder by APS with the current owner.
- Southwest Campus, AKA Colorado Early Colleges facility, is available. The CEO is meeting with the owners today (21 May). This option is included in the current budget.
- Summit Center, is next to the current AAL facility. The owners have offered to lease the facility for at least one year.

2:15 – 2:30

The TFS Solution:

The Colorado Succeeds/TFS planning document has been widely distributed and has received favorable feedback.

Update:

- Remote Learning – TFS’s faculty are becoming proficient. The network plans to purchase 80 webcams, 80 lavaliers and additional Chromebooks.
- Midland: Enrollment is ongoing, hiring is nearly complete.
- The Fifth Quarter initiative is on-schedule across the TFS network.
- Staff recruitment
- Student recruitment
- Fundraising

2:35 – 2:45

The next board meeting will be 18 June and will have a remote option for those who prefer social distancing.

Moved to adjourn the meeting, all approved.

**Executive session, postponed and will be re-scheduled by the President.**

### 1:00 to 2:00 p.m. – Zoom Meeting

**Join URL:** <https://zoom.us/j/92873135235>

1:00 – 1:10	Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li><li>• Approval of 21 May 20 minutes</li></ul>
	Move into executive session to discuss CEO's contract
1:10 – 1:40	Executive session
	Move out of executive session
1:40 – 1:50	Vote on the CEO's contract
1:50 – 2:00	Updates
2:00	Adjourn



## 11:00 to 1:00 p.m. – In-person Meeting

431 Sable Blvd., Aurora, CO 80011

<https://zoom.us/j/97093648714>

11:00 – 11:10	Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li><li>• Approval of 4 June 20 minutes</li></ul>
11:10 – 12:00	Succession Planning <ul style="list-style-type: none"><li>• Presentation by Mike Miles</li><li>• Impact on budget (Angela)</li><li>• Board discussion</li></ul>
12:00 – 12:25	Box lunch (continuation of discussion)
12:25 – 12:45	Updates <ul style="list-style-type: none"><li>• West campus<ul style="list-style-type: none"><li>○ Action item – approval of lease/purchase agreement</li></ul></li><li>• Fifth Quarter</li><li>• Budget</li><li>• Staffing</li><li>• Enrollment</li></ul>
12:45 – 1:00	Signatures <ul style="list-style-type: none"><li>• Charter contract – renewal for 5 years</li><li>• Lease/purchase agreement</li><li>• CEO's contract</li></ul>
1:00	Adjourn

- 1:00 – 1:05            Welcome
- Approval of agenda
  - Approval of 10 June 20 minutes
- 1:05 – 2:05            Purchase of 350 N. Blackhawk facility
- Presentation by Mike Miles
  - Impact on budget (Angela)
  - Board discussion:  
    The Board discussed the opportunities and risks associated with the purchase of Blackhawk facility. The Board assessed the opportunities outweigh the risks.
  - The President moved to approve the establishment of the TFS Building Corporation Blackhawk, the vote was unanimous.
- 2:05 – 2:15            The discussion regarding succession planning (cont.) was tabled until the next Board meeting.
- 2:15 – 2:30            Updates
- Fifth Quarter – on schedule.
  - Budget – will be updated during the July Board meeting.
  - Staffing – for AAL, C2, C3 and Midland are on track.
  - Enrollment – AAL and C3 will likely meet the budgeted numbers. C2 will like have 200, which is below the 225 budgeted, which is not sustainable over the long run. In the near-term, C2 enrollment budget shortfall will be subsidized by other revenue sources.
- 2:30 – 2:45            Set the dates for future Board meetings – 16 July, 20 August and 17 September Adjourn
- 2:45 – 2:50            The TFS Building Corp. Blackhawk Board unanimously approved the resolution for the use of funds to pay the mortgage on the building.
- 2:50                    Adjourn

## 9:00 a.m. to 1:00 p.m. – In-person Meeting

### Meet at East Campus: 15550 E. 6<sup>th</sup> Avenue, Aurora

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|---------------|--|
| 9:00 – 9:45   | Tour of East and West Campus   |
| 9:45 – 10:30  | Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li><li>• Approval of 18 June 20 minutes</li><li>• Introduction of Michele Moore</li><li>• Getting to know you exercise</li></ul> |
| 10:30 – 11:00 | Returning to school with social distancing <ul style="list-style-type: none"><li>• Health and safety guidelines</li><li>• The TFS Solution</li><li>• Staff considerations</li></ul>                  |
| 11:00 – 11:20 | TFS Action Plan  |
| 11:20 – 12:00 | Succession planning (cont.) <ul style="list-style-type: none"><li>• Review succession planning document</li><li>• Board discussion</li></ul>   |
|               | <b>Working lunch</b> (box lunches available)   |
| 12:00 – 12:30 | Leases <ul style="list-style-type: none"><li>• 350 N. Blackhawk facility (West Campus)</li><li>• 15550 E. 6<sup>th</sup> Ave (East Campus)</li><li>• Board discussion</li><li>• Board vote</li></ul> |
| 12:30 – 1:00  | Updates <ul style="list-style-type: none"><li>• Fifth Quarter</li><li>• Budget</li><li>• Staffing</li><li>• Enrollment</li></ul>   |
| 1:00          | Adjourn  |

### 9:00 a.m. to 1:00 p.m. – In-person Meeting

#### Meet at East Campus: 15550 E. 6<sup>th</sup> Avenue, Aurora

- 9:00 – 9:45            Tour of East and West Campuses
- 10:10 – 10:30        Welcome: Present in person were, Mike Miles, Rachel Nigola Trice, Mary Lindimore, Angela Perea, Jennifer Sward-Miller and Michele Moore. Kimberly Cawthorn attended virtually.
- Motion to approve the July agenda, all voted to approve.
  - Motion to approve the June meeting minutes agenda, all voted to approve.
  - Introduction of Michele Moore: The Board welcomed Michele to the team
  - Getting to know you exercise
- 10:30 – 11:00        Returning to school with social distancing
- Health and safety guidelines – there's a link on the website.
  - The TFS Solution – the network is prepared.
  - Staff considerations: there was an in-depth discussion regarding employee health-care.
- 11:00 – 11:20        TFS Action Plan: The TFS Action Plan remains consistent regarding Leadership Capacity, Culture, Implementation of the LSAE model and expanding the Dyad Model.
- 11:20 – 12:30        Succession planning (cont.) – Discussion moved to Executive session.
- Review succession planning document
  - Board discussion
- Working lunch** (box lunches available)
- 12:30 – 1:15        Facility Update and Discussion
- 350 N. Blackhawk facility (West Campus): Purchase agreement is in place, TFS is working to finalize financing.
  - 15550 E. 6<sup>th</sup> Ave (East Campus)
  - Board discussion: The CEO request approval to sign a long-term lease (12 years) for the East Campus building. The East Campus will provide immediate relief for social distancing needs and will enable future growth.



## TFS Board Meeting Agenda – 3 Aug 2020

### 10:00 a.m. to 11:00 a.m. – In-person Meeting

Meet at the Academy of Advanced Learning: 431 Sable Blvd., Aurora

<https://zoom.us/j/93851436571>

10:00 – 10:10	Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li><li>• Approval of July 16 minutes</li></ul>
10:10 – 10:25	Update <ul style="list-style-type: none"><li>• Ready for August 5</li><li>• Facilities</li></ul>
10:25 – 10:45	Documents to approve <ul style="list-style-type: none"><li>• Continuing disclosure policy</li><li>• Resolution documents</li></ul>
10:45 – 11:00	Signing of documents <ul style="list-style-type: none"><li>• Intercept agreement</li><li>• Resolution documents</li></ul>
11:00	Adjourn

### 10:00 a.m. to 11:00 a.m. – In-person Meeting

**Meet at the Academy of Advanced Learning: 431 Sable Blvd., Aurora**

<https://zoom.us/j/93851436571>

- 10:00 – 10:05      Welcome: In attendance were Mike Miles (CEO), Rachel Trice (President), Angela Perea, Michele Moore, Patrick Mills, Kimberly Cawthorn, Jennifer Sward-Miller, XXX
- Motion to approve the agenda, all voted to approve.
  - Motion to approved the July 16 minutes, all voted to approve.
- 10:05 – 10:15      Update
- School Openings: The CEO discussed the on-going dress rehearsal Ready for August 5, parent/guardian and student tours have been ongoing. Approximately 25% of TFS will be remotely attending. TFS provides essential educational services and has, with parental input, chosen to open on schedule. TFS's premise is to not have a lost academic year and to focus on what's best for the families. TFS cannot mitigate all risk; the only solution to mitigate all risk is to stay at home.
  - Facilities: The CEO assesses that the facilities are ready.
- 10:15 – 10:30      Documents to approve
- Continuing Disclosure Policy required for the bond agreement. A motion to approve the Continuing Disclosure Policy associated with the Bond issue, all voted to approve.
  - The President called a meeting of the Blackhawk board to approve the required Blackhawk resolution financing documents. Motion to approve the required resolution documents, all voted to approve. The required resolution document was signed on site by Mr. Miles.
- 10:38                Adjourn the Blackhawk and re-opened the TFS board meeting.
- 10:38 – 11:40      Move to approve the resolution of TFS plan to finance the purchase of the Blackhawk facility, all voted to approve and the documents were signed by the board President and Secretary.
- 10:40                Motion to adjourn the TFS board meeting.

### 1:00 p.m. to 2:00 p.m. – Zoom Meeting

<https://zoom.us/j/97881702276>

Present: Rachel Trice, Jenn Sward-Miller, Patrick Mills, Kim Sanchez-Cawthorn, Mary Lindimore, Angela Perea, Michele Moore, Mike Miles, Zach Craddock

1:00 – 1:10

Welcome at 1:05

- Approval of agenda
  - Addition of FMLA Policy requested and agreed upon
  - Motion by Trice
  - Second by Miller
  - All approve all
- Approval of August 3 minutes
  - Motion by Lindimore
  - 2<sup>nd</sup> by Mills
  - All approve

1:10 – 1:40

Update

- Health and Safety
  - Mr. Miles provided overview on our safety protocols. This included social distancing recommendations and actual social distancing by TFS is more than recommended by state/local authorities. Discussion occurred on quarantining protocols and issues/difficulty when traditional flu season hits.
- Enrollment
  - Coperni 3 has 284 confirmed students
  - Coperni 2 has 191 confirmed students
  - AAL has 753 confirmed students
  - SHCPE has 331 confirmed students
- Instruction
  - Mr. Miles provided update. Pockets of instruction across the Network need improving and vary school to school. The challenge is the synchronous learning model and the challenges this provides. Consistent and quality coaching is required and occurring daily. NWEA MAP testing happening right now.
- Facilities
  - No items of discussion
- Personnel
  - Update on the Network vacancies and current staffing
  - Movement to Executive Session to discuss leadership issues

- Motion by Trice
- 2<sup>nd</sup> by Lindimore
- All approved
- Exited Executive Session at 1:56
- Budget
  - Discussion included topic of online learning and how this service from our competitors could hurt enrollment. Mr. Miles provided briefing of the logistics and timeline of internet upgrades throughout the Network. Current budget looks stable based on current enrollment numbers and projections. If lower enrollment become a reality then savings will be found by eliminating renovation plans.

1:40 – 1:55

Discussion and adoption of 2020-2021 Time and Attendance Policy

- Mr. Miles provided update on CDE required Time and Attendance Policy revision for funding purposes. Most importantly, this revised policy clarifies what instructional minutes are needed/provided, what is required to count remote students for attendance purposes, and other school requirements for state funding.
- Motion to approve by Trice
- 2<sup>nd</sup> by Miller
- All approved
- Motion to approve revised FMLA policy by Trice
- 2<sup>nd</sup> by Lindimore
- All approved
- Next Board Meeting is Sept. 17 through Zoom

1:55

Adjourn

- Meeting adjourned at 2:23



## 1:00 p.m. to 2:30 p.m. – Zoom Meeting

<https://zoom.us/j/92338305169>

This Board meeting will be held via Zoom. The public is welcome to view the meeting live by joining the Zoom meeting (link included above). The Board welcomes input and questions from the community. Should a member of the public wish to provide input or notify the Board of a concern, he/she should send an email to the Board at [board@thirdfuture.org](mailto:board@thirdfuture.org). All emails sent to the Board at that address and prior to 48 hours before the start of the Board meeting will be disseminated to the Board prior to the next scheduled Board meeting.

1:00 – 1:10	Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li><li>• Approval of August 20 minutes</li></ul>
1:10 – 1:25	Instruction and Achievement <ul style="list-style-type: none"><li>• BOY NWEA and DIBELS results</li></ul>
1:25 – 1:50	Updates <ul style="list-style-type: none"><li>• Health and Safety</li><li>• Leadership – new Assistant Principals</li><li>• Teacher support – learning coaches</li><li>• Enrollment</li><li>• Facilities<ul style="list-style-type: none"><li>○ Renovations – Phase 1 and Phase 2 and AAL</li><li>○ Roof repair at C3</li></ul></li><li>• Climate surveys</li></ul>
1:50 – 2:05	Budget and Finance <ul style="list-style-type: none"><li>• Budget update</li></ul>
2:05 – 2:25	Move into <b>executive session</b> to discuss CEO and Executive Directors goals and evaluation for the 2020-2021 school year
2:25	Adjourn

- Board vote: Move to approve leasing the East Campus, the motion was unanimously approved.

1:15 – 1:30

Review of the DRAFT GBC-R FMLA Eligible Staff Leaves and Absences. Minor adjustments were suggested.

The TFS staff will draft a COVID-19 specific policy for Board consideration.

1:30 – 1:35

Auditor Contract: Motion to approve the renewal of the Auditor Contract was unanimously approved.

1:35 – 1:45

Updates

- Fifth Quarter
- Budget
- Staffing
- Enrollment

1:45—1:50

Motion to approve the key elements of the proposed COVID-19 Policy was unanimously approved.

1:50 – 1:55

There will be an ad hoc meeting 10:00 AM, 3 August.

1:50

Adjourn

### 1:00 p.m. to 2:30 p.m. – Zoom Meeting

<https://zoom.us/j/92338305169>

This Board meeting will be held via Zoom. The public is welcome to view the meeting live by joining the Zoom meeting (link included above). The Board welcomes input and questions from the community. Should a member of the public wish to provide input or notify the Board of a concern, he/she should send an email to the Board at [board@thirdfuture.org](mailto:board@thirdfuture.org). All emails sent to the Board at that address and prior to 48 hours before the start of the Board meeting will be disseminated to the Board prior to the next scheduled Board meeting.

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|-------------|--|
| 1:00 – 1:10 | Welcome <ul style="list-style-type: none"><li>• Approval of agenda, all voted to approve.</li><li>• Approval of August 20 minutes, all voted to approve.</li></ul>   |
| 1:10 – 1:35 | Instruction and Achievement <ul style="list-style-type: none"><li>• BOY NWEA and DIBELS results</li></ul>  |
| 1:25 – 1:50 | Updates <ul style="list-style-type: none"><li>• Health and Safety</li><li>• Leadership – new Assistant Principals</li><li>• Teacher support – learning coaches; AAL is adding positions and also replacing vacancies.</li><li>• Enrollment has exceeded expectations at AAL, C2 and C3. Enrollment at AAL is 920. We had planned for 840.</li><li>• Facilities – the roof at C3 is a priority; discussion deferred due to time limits</li><li>• Past climate surveys reveal a positive working environment. The TFS network will administer climate surveys early next year.</li></ul> |
| 1:50 – 2:05 | Budget and Finance <ul style="list-style-type: none"><li>• PPP Loan Forgiveness: Audit will not be forgiven. Reflects on the last fiscal year as a debt because how the year ends. It will affect our ability to meet TABOR on the books.</li><li>• C2 &amp; C3 loans will be forgiven and will not require repayment. There will be no affect on cash flow .\$.1.3 million (\$425,536 at C2 &amp; \$753,945 at C3)</li></ul>  |

- For FY20 PPP Loan and loans that AAL made to C2 and C3 will be looked as a debt not paid back.
- C3: Solvent. Grants for roof repairs
- C2: Angela is doing an analysis to better understand the financial situation.
- Enrollment will have a positive impact on the budget.

-Increase in staff movement and additions. Shared staff model helps sustainability long-term.

-Additional licenses and internet services. 100 more hotspots. It's a bigger hit to the budget. \$100/device/month. 5G Internet in buildings. Hardware installed, but not working. Issue with Century Link. One or both of C2 & C3 schools need permits from the city. Was supposed to be finished July 31, 2020. Still not done. Hopefully, it will be finished by next week. Financially, we'll be fine. Most of the funding is E-Rate for tech infrastructure. Will be reimbursed by Federal Government E-Rate Program

- TFS will agree to pay for half of original architect (\$8,000) for original design (or \$4,000) for the building plans that was abandoned. As long as it's not more than what they owe us.

-Owed by Mary Truong:

\$68,000 in 2020

\$68,000 in 2021

-Anticipating ancillary costs because of enrollment, including staffing needs. We want to be prepared. There will be a new budget to look at soon.

2:05 – 2:25

Move into **executive session** to discuss CEO and Executive Directors goals and evaluation for the 2020-2021 school year

2:25

Adjourn

**2:00 p.m. to 3:50 p.m. – Zoom Meeting**

**<https://zoom.us/j/93212527309>**

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2:00 – 2:05	Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li><li>• Approval of September 17 minutes</li></ul>
2:05 – 2:20	Instruction and Achievement <ul style="list-style-type: none"><li>• BOY NWEA and DIBELS results</li></ul>
2:20 – 2:35	Review of succession plan
2:35 – 2:50	Budget and Finance update
2:50 – 3:30	Move into <b>executive session</b> for discussion: <ul style="list-style-type: none"><li>• CEO and Executive Directors goals and evaluation for the 2020-2021 school year</li><li>• Personnel issues related to complaints procedures</li></ul>
3:30 – 3:40	Discussion and Possible approval of changes to Policy KE – Public Concerns and Complaints (requested by CSI)
3:40 – 3:50	Updates <ul style="list-style-type: none"><li>• Health and Safety</li><li>• Leadership</li><li>• Teacher support – learning coaches</li><li>• Enrollment</li><li>• Facilities<ul style="list-style-type: none"><li>○ Renovations – Phase 1 and Phase 2 and AAL</li><li>○ Roof repair at C3</li></ul></li></ul>
3:50	Adjourn

**2:00 p.m. to 3:50 p.m. – Zoom Meeting**

**<https://zoom.us/j/93212527309>**

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- 2:00 – 2:05 Welcome by the Board President, Mrs. Rachel Trice and the CEO, Mr. Mike Miles
- Motion to approval the agenda – all voted to approve
  - Motion to approval the September 17 minutes – all voted to approve
- 2:05 – 2:20 Instruction and Achievement discussion, facilitated by the CEO.
- BOY NWEA and DIBELS results
- 2:20 – 2:35 Review of succession plan and discussion of organizational options for growth.
- 2:35 – 2:50 Budget and Finance update provided by Ms. Angela Perea. No significant issues were noted. Based upon increased enrollment, the start-up schools, C2 and C3, will be self-sustaining.
- 2:45 – 4:08 Moved into **executive session** for discussion:
- CEO and Executive Directors goals and evaluation for the 2020-2021 school year.
  - Personnel issues related to complaints procedures.
- 4:08 – 4:09 Board Vote:  
Motion to approve CEO performance evaluation matrix and goals as presented in executive session presented by Mary Lindmore.  
Second: Jenn Sward Miller  
Motion passed with unanimous approval from Pat Mills, Rachel Trice, Jenn Sward Miller, Mary Lindimore
- 4:09 - 4:10 Discussion and Possible approval of changes to Policy KE – Public Concerns and Complaints (requested by CSI)  
We will revisit this item at the next meeting due to time.

4:10 – 4:18

#### Updates

- Health and Safety: 2 people tested positive at C3, a teacher and student. 2 cohorts were sent home and will be back next week after a 2-week quarantine. All other teachers tested came back negative.
- Leadership: An interim principal, Courtney Black, has been hired at AAL. She has 4 AP's reporting to her.
- Teacher support – learning coaches: 2 more learning coaches are being hired in anticipation of additional absences due to flu season and testing requirements.
- Enrollment: Sam Houston - 351; AAL - 924; C2 - 225, C3 - 342
- Facilities
  - Renovations – Phase 1 and Phase 2 and AAL
    - 2 team centers and renovated HVAC at the West building
    - Start outdoor playground at C3
  - Roof repair at C3
  - 5G capability has now been installed at appropriate campuses.

4:18

#### Adjourn

**1:00 p.m. to 2:15 p.m. – Zoom Meeting**

**<https://zoom.us/j/98384188110>**

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| 1:00 – 1:05 | Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li><li>• Approval of October 15 minutes</li></ul>  |
| 1:05 – 1:15 | Update on Instruction and COVID  |
| 1:15 – 1:30 | Discussion and possible approval of new Board members for TFS-Texas <ul style="list-style-type: none"><li>• Action item on new Board members</li></ul>   |
| 1:30 – 1:40 | Discussion and Possible approval of changes to Policy KE – Public Concerns and Complaints (requested by CSI)   |
| 1:40 – 1:55 | Budget and Finance update  |
| 1:55 – 2:15 | Updates <ul style="list-style-type: none"><li>• Board on Track</li><li>• Facilities<ul style="list-style-type: none"><li>○ Renovations – Phase 1 and Phase 2 and AAL</li><li>○ Roof repair at C3</li></ul></li><li>• Grants<ul style="list-style-type: none"><li>○ RISE for TFS Colorado -- \$723,000</li><li>○ CCSP for C3 -- \$229,000</li><li>○ Replication Grant for Sam Houston -- \$900,000</li><li>○ School Action Fund Grant for Sam Houston -- \$750,000</li><li>○ Other grants</li></ul></li><li>• Texas applications</li><li>• The Dyad Concept</li></ul> |
| 2:15        | Adjourn  |



**1:00 p.m. to 2:15 p.m. – Zoom Meeting**

**<https://zoom.us/j/98384188110>**

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Present: Jennifer Sward Miller, Rachel Trice, Angela Perea, Michele Moore, Mike Miles, Zach Craddock, Mary Lindimore, and Kim Sanchez

- 1:00 – 1:05            Welcome- 1:06 start time
- Approval of agenda
    - Motion by Ms. Trice, 2nd by Ms. Lindimore, all approve
  - Approval of October 15 minutes
    - Motion by Ms. Trice, 2nd by Ms. Lindimore, all approve
- 1:05 – 1:15            Update on Instruction and COVID
- Mr. Miles briefed the board on COVID-19 positive cases and the importance of staying open during this challenging time. An update on COVID-19 protocols was provided and our intent to stay open. First quarter system assessments have been completed and second quarter assessments are scheduled for December 2020
- 1:15 – 1:30            Discussion and possible approval of new Board members for TFS-Texas
- Action item on new Board members
    - Motion by Ms. Trice, 2nd by Ms. Lindimore, all approve
- 1:30 – 1:40            Discussion and Possible approval of changes to Policy KE – Public Concerns and Complaints (requested by CSI)
- Motion by Ms. Miller, 2nd by Ms. Lindimore, all approve
- 1:40 – 1:55            Budget and Finance update
- Ms. Miller and Ms. Perea provided the board a review of financials and most recent discussions by the Finance Team. Fifth Quarter pay-outs would occur in the next fiscal year and would not impact this

year's budget. Student funding reconciliation will occur with authorizers soon and this will improve cash flow. Discussions still in the works with Midland ISD on finalizing the per pupil operating revenue and a favorable outcome is expected

1:55 – 2:15

#### Updates

- Board on Track
  - Brief discussion on a system that provides a board member database on documents, organizational systems, etc. Mr. Mills and Ms. Miles will spearhead the initial research of the system and report back to the board members
- Facilities
  - Renovations – Phase 1 and Phase 2 and AAL
    - West Campus Team Center is underway and anticipated completion is expected by December 1, HVAC repair is underway and scheduled completion is expected by
  - Roof repair at C3
    - Underway and scheduled completion is December 5, additional planning on an outdoor play space is being considered and priced out at this time
- Grants
  - RISE for TFS Colorado -- \$723,000
  - CCSP for C3 -- \$229,000
  - Replication Grant for Sam Houston -- \$900,000
  - School Action Fund Grant for Sam Houston -- \$750,000
  - Other grants
- Texas applications
- The Dyad Concept

2:15

Adjourn-meeting adjourned at 2:27

**1:00 p.m. to 2:15 p.m. – Zoom Meeting**

**<https://zoom.us/j/97811216911>**

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|-------------|--|
| 1:00 – 1:05 | Welcome <ul style="list-style-type: none"><li>• Approval of agenda</li><li>• Approval of November 19 minutes</li></ul>   |
| 1:05 – 1:15 | Update on Instruction and COVID <ul style="list-style-type: none"><li>• NWEA</li><li>• Health and Safety Guidance</li></ul>  |
| 1:15 – 1:30 | Other Updates <ul style="list-style-type: none"><li>• Facilities<ul style="list-style-type: none"><li>○ Renovations – Phase 1 and Phase 2 at AAL</li><li>○ Roof repair at C3</li><li>○ Outdoor classrooms</li></ul></li><li>• Grants<ul style="list-style-type: none"><li>○ Safe Schools Reopening Grant -- \$120,000</li><li>○ Louis Calder Grant</li></ul></li><li>• Ector County Application</li><li>• Budget and finance</li></ul> |
| 1:30 – 2:00 | Executive session <ul style="list-style-type: none"><li>• To discuss personnel matters related to succession planning</li></ul>  |
| 2:00        | Adjourn  |