



3001 South Federal Boulevard  
 Box 114  
 Denver, CO 80236

**Meeting of Board of Directors  
 25 August 2008**

**CHAIR:** Todd Miller Board President

**RECORDER:** Brian Kinnear

**MEMBERS:** Todd Miller President  
 Brian Kinnear Secretary  
 James Wonhof

**CCD REPRESENTATIVE** Karen Wardle

**Principal and CEO** Scott Rubin

**Assistant Principal** Rudy Lucero

**Business Analyst** Martin Petrov

AGENDA ITEM	ACTION TAKEN
Mr. Miller called the 25 August 2008 meeting to order at approximately 5:38 PM	
Review and approval of the minutes from August 6 including executive sessions. The Board approved the minutes on a motion seconded.	Unanimously approved
Mr. Rubin provided the CEO report and delegated portions of the presentation to Mr. Lucero and Mr. Petrov.	No action required.
Mr. Rubin indicated he has visited each classroom at least once and is implementing a plan to facilitate adult behaviors in the students to facilitate transition to college including an initial behavior contract.	The School to study a plan for space regarding instructional classes for the college portion of the early college model.
Mr. Lucero presented the initial behavior contract including an initial conference regarding choice and acceptable behavior. The contract included a list of priority behaviors – presented in the SWEC success path (a code of conduct).	Mr. Wonhof to

<p>Mr. Lucero presented a discipline matrix in view of faculty position that discipline was not consistent over the past years. Essentially, discipline was teacher oriented over and over until a referral was provided. Teachers were instructed that behavior checks were discretionary at the minor infraction level and could be not awarded or elevated to immediate referral.</p> <p>Mr. Rubin outlined the school faculty vision of the school. The faculty vision is in line with the board mission/vision. The faculty meetings revealed positive programs that would be good systemic school programs with some administrative support that has not been present in the past.</p> <p>Mr. Rubin indicated CCD was closing its campus, but would provide instructional support for SWEC as required.</p> <p>Mr. Rubin and Mr. Petrov spoke about lease and anomalies in the lease related to payments.</p> <p>Mr. Rubin presented on the charter contract including deviations from the agreed and contracted curriculum that has not ever been in place. Mr. Rubin indicated that the contracted “teaching from understanding” was apparently not integrated into the school. Mr. Lucero, in response to questions from the board, indicated that the School provided portions of the contract curriculum at various times but never provided a curriculum matching the outlined curriculum.</p> <p>The Board had a general discuss regarding the above including suggestions for changes and alterations in various provisions. The Board discussed potential options in view CCD closing its campus.</p>	<p>continue discussions with landlord.</p> <p>Mr. Rubin to continue development of realistic curriculum in view of actual position of school and requirements under the charter contract.</p>
<p>The Board approved the contract of Mr. Rubin. Mr. Rubin’s contract to be maintained in his employment file. The Board approved Mr. Rubin’s contract on a motion seconded.</p>	<p>Unanimously approved and executed.</p>
<p>Mr. Petrov updated the Board on the status of the 07/08 audit including information needed by the auditor. The auditor requested certain missing minutes that cannot be located as the official minute book over 07/08.</p>	<p>Mr. Kinnear to follow up with Ms. Swanhourst regarding missing information.</p>

	<p>Mr. Miller to search his records for missing minutes.</p> <p>Mr. Wonhof to contact Mr. Arends to see whether he saved minutes from 07/08.</p>
<p>Mr. Rubin presented on the CDE Audit comments including the fact that the school frequently overspent its budget. The Board discussed with the exception of last year, revised budgets were approved, but apparently the revised budgets were not provided as required to comply with law.</p>	<p>No action currently required.</p>
<p>Mr. Rubin and Mr. Petrov revised the budget based on correct information including correcting formulaic issues as well as correcting the double negative associated with the entry of the capitol insurance reserve. The Board discussed the final report required for MCNC final presentation. Mr. Petrov reported on working with Mr. Field with Quickbooks and variance reporting.</p>	<p>No action required.</p>
<p>The Board on a motion seconded approved the budget for FYE 09 dated August 25, 2008, at 1:37 PM including the labor and capital reserves (attached).</p>	<p>Unanimously approved.</p>
<p>The Board discussed the assistant principal contract including the salary requirements and the bonus. The board on a motion seconded approved Mr. Lucero's contract as assistant principal.</p>	<p>Unanimously approved.</p>
<p>Mr. Rubin discussed staff and faculty contracts. Mr. Rubin indicated the faculty contracts provided a reporting period, but staff contracts did not provide a reporting period. Mr. Rubin outlined a master plan for a reporting period.</p>	<p>Mr. Rubin to continue development reporting schedule including school holidays and the like. No action required.</p>
<p>Mr. Wonhof and Mr. Petrov discussed the outstanding issues regarding ECHS and outstanding issues regarding Mr. Gerboth.</p>	<p>Mr. Wonhof and Mr. Petrov to negotiate payment.</p>
<p>Mr. Wonhof reported on the lease update. The Board discussed the same.</p>	<p>Mr. Wonhof to continue working on potentially obtaining an obligation reduction and</p>

	potentially an extension. Mr. Rubin to request Mr. Lucero to investigate alternative campus locations.
Employee handbook discussion tabled.	
The Board determined to interview and potentially elect Ms. Rosa to a Board position next meeting. Mr. Kinnear reported that Ms. Rosa indicated she has been unable to attend meetings due to the DNC.	No action required.
On a motion seconded, the Board entered executive session at 8:20 PM to take attorney advises under C.R.S. Section 24-6-402.	Unanimously approved.
The Board returned from Executive Session.	No Action required
The Board had no further discussion relating to Mr. Gerboth's bonus.	No action required.
Under other business, the Board discussed and on a motion seconded approved providing Mr. Rubin a salary to work up to 18 Saturdays at a rate equal to his current pay scale. Compensation to be part of monthly payroll for days submitted by Mr. Rubin.	Unanimously approved.
The next meeting was set for September 15, 2008, at 5:30 at the School.	