

## MINUTES

DSST Public Schools Board Meeting

September 25, 2014

DSST: Byers Middle School, Room 227

Meeting Called to Order: 2:35 p.m.

### **Board Members Present:**

Dan Wilkerson  
David Greenberg  
Deborah McGriff (via phone)  
Don Kirkpatrick (via phone)  
Heather Lamm  
Keith Evans (via phone)  
Justin Jaschke  
Michele Cooper  
Norwood Robb  
Sean VanBerschoot  
Steve Halstedt  
Steve McConahey  
Tanya Kelly-Bowry  
Teresa Berryman

**Parent Present:** Lolly Block (Cole Campus), Wylly Staab (Byers Campus)

**Board Members Absent:** Jackie Sullivan, Matthew Schnittman

**DSST Staff Present:** Bill Kurtz, Christine Nelson, Christina Carlson, Katie Glenn (note taker), Rochelle Van Dijk

**DPS Staff Present:** Keceya Campbell, Maya Lagana

### **Introductions and welcome**

Mr. Halstedt introduced Lolly Block, Wylly Staab, Keceya Campbell, and Maya Lagana.

Mr. Halstedt motioned to add the status of board members, Anna Jo Haynes and Nancy Phillips, to the agenda under the Nominating and Governance Committee report.

Ms. Berryman motioned to add the Advisory Council under the Chair's report.

**Motion:** Approval of amended agenda, Robb

**Second:** Kelly-Bowry

**Vote:** Unanimous approval

**Motion:** Approval of previous board meeting minutes, Robb

**Second:** VanBerschoot

**Vote:** Unanimous approval

**School Director Q&A:** Brad White, Director of Byers Middle School. Mr. White shared that it's been a great week filled with celebration about their students growth results. He also highlighted that 95% of their parents completed a +1 commitment last year. Byers staff hosted Back to School Night on Tuesday, September 23<sup>rd</sup> where they celebrated their results and thanked parents for their support. Mr. White also shared there have been a couple year 2 shifts. One shift being a situation that caused changes in students schedules and advisories. It was a huge task but the staff showed great resiliency

by pushing through and getting it all done in a timely fashion. Other year 2 shifts Mr. White mentioned are they are still getting moved in to their new building as well as training new leaders.

**Chair's Report:** Executive Committee update.

Mr. Halstedt stated the meeting today will cover everything in the executive committee minutes except for the status of STMC.

Ms. Berryman gave a brief overview of the Board- Advisory Council connection. She asked board members to update the Advisory Council on how DSST is doing, and invite them to the Advisory Council meeting in February as well as Slice of Pi in May. George Sparks is an addition to the Advisory Council. Mr. Sparks is going to provide strategies on how to strengthen and grow our Advisory Council in the next couple months.

Ms. Nelson added to expect a calendar of DSST events within the next month.

**Home Office Updates:** Mr. Kurtz began the Home Office updates by having an open Q and A discussion regarding the information provided in the Board Book. After questions were answered, Mr. Kurtz gave a brief review of the results from our four strategic initiatives from the 2013-2014 operating plan. The four strategic initiatives from 2013-2014 were Literacy, Systems that Scale, Leadership and Training, and Teacher Career Pathway. He then provided a brief overview of the status of each of our four strategic initiatives in our operating plan for the current school year. The four strategic initiatives for this year are Interventions, Professional Development, Leadership Pipeline, and Fulfillment. After the past and present operating plans were discussed, Mr. Kurtz stated that we are taking an 8-10 week pause from our COO search. The team is going to revisit the job description and evaluate what the right role is for this person. In the meantime, we have hired Scott Walker as a contractor. Mr. Walker is working 20 hours a week to implement a new HRIS system. Mr. Walker's contract is to completion which is projected to be 8-9 months. The Home Office updates concluded with Ms. Van Dijk presenting an overview of data and trends from the 2013-2014 school year.

**Nominating/Governance Committee:** The Nominating/Governance Committee reported that they revised their charter and will send it out to the Board to approve at the next meeting. They also reported that they have made edits to the Board Evaluation survey and will be sending it out shortly. They added that they would appreciate everyone's input prior to the Board Retreat on October 15<sup>th</sup>. Lastly, they reported they are in the process of addressing questions on board membership, terms limits and renewals, as well as beginning to fill a board member pipeline.

Mr. Halstedt added that Anna Jo Haynes has resigned from the Board due to personal reasons. Ms. Haynes is joining the Advisory Council and is going to reconsider coming back onto the Board in a couple years.

Whereas, Anna Jo Haynes has been a dedicated member of the board of DSST for -- years, and

Whereas, she has contributed crucially to the direction and the success of the Charter Network with her time, her deep expertise and her treasure,

Now Therefore, the Board of DSST on behalf of its members and all of the Company's Associates, do hereby extend heartfelt thanks and appreciation for Anna Jo Haynes' many contributions.

**Motion:** Approval of Anna Jo Haynes resignation from the DSST Board of Directors, Berryman

**Second:** Kelly-Bowry

**Vote:** Unanimous approval

Mr. Halstedt also added that Nancy Phillips is taking a leave of absence from the board and will not be participating for the next 12 months. She has sold her company, ViaWest, to another telecommunications company. The new company is keeping her as CEO.

Mr. McConahey suggested Gloria Zamora has a potential board member in the future and she may be attending the retreat. The Nominating and Governance Committee will come to the Board if they fully recommend her a future member of the DSST Board of Directors.

**Finance Committee:** The Finance Committee asked for approval of their charter. This year they are equalizing the financial picture for middle schools and high schools. Previously they have been looked at as a continuum but in truth middle schools cost less than high schools. Ms. Berryman added they are updating the long term forecast and seeing how TCP plays into the projected forecast.

**Motion:** Approval of Finance Committee Charter,

**Second:**

**Vote:** Unanimous approval

**Advancement Committee:** Ms. Kelly-Bowry thanked Mr. Robb and his wife for their generous gift to DU to provide scholarships for DSST students. Mr. Robb added that other people can add to the scholarship fund and there is a match component as well. Ms. Kelly-Bowry also thanks Christina and her team for the numerous grants they are currently writing and for the different options they are exploring to bring more money to DSST. The Advancement Committee concluded their report by announcing that we will be honoring Steve and Susan Halstedt at Slice of Pi this year.

**Audit Committee:** The Audit Committee reported that they met with the auditors on September 10<sup>th</sup> and the great news is there were no issues or management letters. All statements are on the Board website for your reference. The auditors were very complimentary on the great progress we have made with our financial reporting systems and Mr. Kurtz added that Coreen and her team did a phenomenal job.

**Education Committee/ IT Committee:** Mr. Greenberg reported that the Education Committee had a pre-meeting with Don Kirkpatrick and Michele Cooper. At the meeting they discussed that there is a lot of overlap with the plans of the IT Advisory Committee and the Education Committee. This year the IT Advisory Committee will be focusing on leveraging the deep dive conversation and ideas on where to take the conversation in the next Board meeting. The IT Advisory will also be prioritizing security. The IT Advisory and Education Committee will be focusing on data security issues at their meeting in November.

Mr. Halstedt added that Ms. Berryman will be following up with each board member about their individual board plan and that everyone must have a board plan in the November Board Book.

Mr. Halstedt stated, "I would entertain to go into Executive Session as permitted under the Colorado Revised Status section 24-6-402 (4) to the purpose of:

- Pursuant to subsection (e) Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators; specifically the timing and location of additional schools and campuses.
- Pursuant to subsection (f) Personnel matters, specifically the performance and compensation of the CEO.

**Motion to go into Executive Session at 4:37pm, Robb**

**Second:** Greenberg

**Vote:** Unanimous approval

**Motion for adjournment of Board Meeting at 5:56pm, Robb**

**Second:** Cooper

**Vote:** Unanimous approval

Respectfully Submitted,

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Katie Glenn (note-taker) for Sean VanBerschot, Secretary