



Colorado Springs Charter Academy  
Board Meeting Minutes | December 17, 2020

## Preliminaries

**Call to order: 6:34 pm**

**Members Present:** Deanna Shrewsbury, McCrea Andersen, Gabi Snodgrass, Summer Groubert, Amanda Duplantis, Eric Fedders

**Members Absent:** Kobi Chumash

**Staff/Others Present:** Dan Ajamian, Kayla Matos, Kristen Lange, Amber Davis, Tess Symons, John Brenza, Rachel Lee

**Reading of School Vision & Mission**

**Public Comments:** none

**Approval of Agenda:** Motion to approve the agenda as posted with the change of the teacher representative. Motion passed.

**Approval of Minutes:** Motion to approve the November 19, 2020 minutes with no changes. Motion passed.

## Reports

❖ **Financials: Kristen Lange**

- Potential budget changes in salaries due to staffing
- No major changes from previous month

❖ **Enrollment**

- Added a few students
- Doing information nights again
- Meeting with team to discuss ways to increase new enrollments and keep families enrolled to see number continue to increase
- Projecting a good percentage of students returning
- We will have more projections with lottery results and returning clients next board meeting

❖ **School Updates:**

- **Head of School: Dan Ajamian**
  - Almost fully staffed with only one open position
  - No whole school shutdowns due to COVID during fall semester
  - PPP loan will hopefully keep us from having to dip into reserves
  - Last EPIC assembly of semester and holiday celebrations
  - Hopeful and looking forward to more stability going into the Spring semester
  - Online learning survey after Thanksgiving break presented majority positive feedback
- **Academic Dean: Kayla Matos**
  - Started a Monday Memo for teachers and aides to help with communication
  - Starting one on one meetings with teachers after break
  - Wrapping up NWEA and Dibles testing

*We kindle enthusiasm to craft bold and effective citizen-scholars.*

- Several kids able to leave intervention and many showing significant growth
- **Dean of Students: Dan Ajamian reported on Andrea Davis' behalf**
  - Another great EPIC Assembly
  - CPR/First Aid trainings
  - Preparations for a lockdown drill
  - Ongoing student services team support for in person and remote students
- **Director of Operations: Kristen Lange**
  - Revising the budget for the rest of the school year
  - New front desk person to support the leadership team
  - Preparing for the new year
- **Teacher Representative: Tess Symons**
  - Thank you for the lunch, treats, and support
  - Staff is exhausted teaching during this time but dedicated to all our students
  - Feel like feedback was heard, changes are happening, and staff is feeling the support
- **PTO Representative: Amber Davis**
  - Earned just under \$220 from Panda Express event
  - Dinner nights and adopt a staff will start again in January
  - Working on collecting remaining payments for planners

## Board Topics

- ❖ **Committee Reports: Finance Committee moved to January**
- ❖ **Strategic Plan Mid-year Review**
  - Updated dashboard with measurables
- ❖ **Upcoming Events: All Staff and Family Surveys, Charter League Conference**
- ❖ **Key Points**
  - Astounding effort from the whole team
  - No whole school shutdown for the whole fall semester
  - Thank you to the PTO for the hard work
- ❖ Motion to move into Executive session. Motion Passed.

## Executive Session

- ❖ C.R.S. § 24-6-402(4) Personnel Matter: HOS Mid-year Evaluation

## Meeting Close: 9:37

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