

North Routt Community Charter School
54200 RCR 62
Clark, CO 80428
August 9, 2011
Regular Meeting

In Attendance: Stephanie Anderson, Chris Gander, Roy Powell, Jeremiah Beach, Colleen Poole,

Call to Order: Jeremiah Beach called the meeting to order at 6:12 PM.

Approval of Agenda: Todd Raper (construction) and Dale Mellor (finance) moved to beginning of meeting. Chris motioned and Stephanie seconded to approve the agenda. Motion passed unanimously.

Construction: Todd Raper

Budget: Budget was reviewed. Calcon change orders (currently 54) are being allocated in 3 ways: GMP (guaranteed maximum price), Calcon contingency, and some are allocated to NRCCS. After analyzing what change order costs Calcon will absorb, the biggest budget risks include the boiler and related costs (roughly \$65,000), flooring (\$37,000 total, but Calcon will allocate \$17,000 to GMP), water filtration system (originally \$100,000 allocated to CDE contingency, amount has been reduced to \$60,000). Todd has suggested adding a 3-year service agreement to this price to limit operating costs.

\$143,188 of budget is currently estimated to come out of BEST Grant. Todd is confident, barring unforeseen issues, that the \$3.7 million BEST Grant will not be exceeded at this time no NRCCS funds should be required to finish the construction project.

CDE contingency is \$189,681. The water treatment system (\$30,000) and storage tanks (\$30,000) will be applied to the CDE contingency.

Utilities: Todd suggested leasing propane tanks from Ferrell Gas as a cost saving measure. The Board supports this idea.

A Garn boiler has been selected to heat the school and is estimated to require 15 cords of wood per year. Energy plan numbers are forthcoming and will reflect propane/electrical costs plus any offsets for using the Garn boiler.

Move planning: NRCCS needs to spend time packing for the move and is exploring the possibility of using Calcon labor to help move to the new building.

Maintenance: Todd recommended buying service agreements (Calcon for the building, Rogers & Sons for mechanical) if any funds are left over to help learn how the systems work.

Miscellaneous: Steamboat Stone has donated rock for the fireplace. The Board agreed that such in-kind donations would be relevant to Endowment creation discussions.

Finance: Dale Mellor via phone

Supplemental Budget: Because state statutes do not allow NRCCS to spend more than is currently budgeted, a supplemental budget is required to increase expenditures related to the Capital Construction and General Funds. Due to the receipt of funding (BEST, District, and Gates Foundation) for payments of BEST matching funds, construction and related professional fees, Colleen and Dale recommended approval of a supplemental budget and appropriation for the

2010/2011 fiscal year. Similarly, a supplemental budget and appropriation to increase expenditures of the General Fund due to receipt of increased per pupil funding in order to record buybacks to the Steamboat Springs School District was also recommended. Per these recommendations, a total of \$1,061,000 was added to the Charter Capital Construction Fund and \$100,000 was added to the General Fund.

Approval of School Board Minutes: Jeremiah motioned and Chris seconded to approve minutes. Motion passed unanimously.

Request to address the Board:
None

Student/Teacher Report: None

Director Report:

Hours: New school hours will be 8:00am - 3:30pm. The school day was extended by 15 minutes for planning so that Fridays can offer an early release after activities (around 2:30pm) and staff can use the extra time for planning. The Board suggested that maybe full days off that match the District CNI days might be the easiest for parent planning. Colleen noted that she would discuss options with her team.

CSAP: NRCCS test results were very good. The Board reviewed math, writing, and reading scores. Colleen reported that 3rd grade writing had been addressed in the current improvement plan and stressed that 8th grade science must be improved.

Enrollment: 69 FTE students are currently enrolled for 2011/2012.

Old Business:

Board Vacancies: One candidate has communicated interest in serving on the Board after some current commitments are completed.

5/6 Classroom: A letter has been drafted and will be sent to all grade 5/6 parents to address the new classroom arrangement.

Board Discussion:

Finance: The Mountain Valley Bank Line of Credit is at \$31,406.37. Colleen will pay down this balance as much as possible and will leave the required minimum.

BBQ Fundraiser: Discussion tabled pending more details.

Open House: An open house for families is scheduled for Sept. 15.

NRCCS Foundation: Roy asked if the Colorado League of Charter Schools (CLCS) has an attorney available to advise on the creation of a new Foundation entity. The Board noted that construction of the new school building is a good momentum boost to capitalize on. Next steps include Roy and Colleen consulting a lawyer to determine whether the foundation should be a separate entity or a subsidiary of NRCCS. Stephanie also suggested that feedback from the Yampa Valley Community Foundation regarding fund management would be beneficial.

Action Items:

Supplemental Budget: Roy motioned and Jeremiah seconded to approve the Capital Construction and General Fund supplemental budgets as written. Motion passed unanimously.

Executive Session:

None

Adjournment:

Meeting was adjourned at 8:30 PM