

North Routt Community Charter School
54200 RCR 62
Clark, CO 80428
September 13, 2011
Regular Meeting

In Attendance: Stephanie Anderson, Chris Gander, Roy Powell, Jeremiah Beach (via phone), Colleen Poole, Doug Kenyon, Amy Cosgrove, Laura Fritz

Call to Order: Roy Powell called the meeting to order at 6:12 PM.

Approval of Agenda: Todd Raper (construction) moved later in the meeting pending a delayed arrival. Roy motioned and Chris seconded to approve the agenda. Motion passed unanimously.

Request to address the Board: None

Student/Teacher Report: Laura Fritz, the new grade 5-6 Teacher was introduced to the Board.

Staff: Addition of a new teacher allowing for 2 grade levels per class is very exciting for all teachers. Writing Source Curriculum: New 1-8 writing program to be used by all teachers. Staff is eager to seeing impact on CSAP scores. Schedule: Math is the 1st subject taught each morning for one full hour. Kids will be fresher and staff hopes to reduce tardiness. Goals: Revamping report cards, evaluation of student growth and communication to parents. Expeditions: Grades 1-2 = Forests, Grades 3-4 = Water Cycles/Watersheds, Grades 5-6 = Simple Machines & Transfer of Energy, Grades 7-8 = Oceans. Staff Development: Staff looking to create an environment more conducive for staff development. Teachers will be diligent and offer support to help each other become better teachers in lieu of ELOB support.

Approval of Minutes: Stephanie motioned and Chris seconded to approve the minutes. Motion passed unanimously.

Construction: Todd Raper

Schedule still on track for January 2 move in. pending some changes such as light fixtures. Building should be dried-in by next week. October will be for drywall and interior work with low voltage wiring beginning as well. There will be a walk-through on Friday. Jeremiah noted that a phone system might be available from the district. Siding is also going in. QC: Calcon is doing a good job reacting to Todd's suggestions. Student tours are scheduled for Friday around 1:30pm.

Budget: To date, 1.5 million has been billed, \$174,238 in change orders, \$24,369 in reserve and roughly \$90,000 in the CDE contingency are still remaining. The transformer has been paid for at \$11,000 and the solar energy system at \$19,721. Furniture bids have been sent out. Kitchen appliances have been chosen and should be in by November. The change order process was described and reviewed to show how each contingency is being used. One example given was the Garn Boiler and related costs breakdown as the budget develops further: Building \$47,000, Boiler \$19,000, Piping \$9,000, Controls \$3,000--this budget does not include associated pipe and electrical installation costs, so Todd has designated a \$6,000 contingency. Some Boiler related expenses could go against the water treatment contingency. A \$5,000 trash allowance could come back to the school from the original \$25,000 allowance. Fireplace allowance of \$15,000 could increase slightly due to more needed stone support and a firebox price increase, so Todd is holding and extra \$3,000. Concrete stain allowance of \$25,000 will be held as long as possible to see how the floor progresses. For the PV Solar Electrical component there is \$5,000 being held, but more solid numbers should be

available later in the week. Yurt foundation/deck has \$5,000 being held to prepare for relocation next summer. LEED air testing has allocated roughly \$4,000. Exterior concrete color has \$2,648 allocated. Acoustic design treatment for classrooms is down from \$30,000 to \$12,000. HVAC is \$3,000--Todd will get clarification from Calcon on Friday. Raising the parking lot turnaround will require \$3,500. LEED requires dimmable classroom lights to reduce/redirect energy, so dimmable ballast will require an \$11,000 allocation. Water and HVAC service contracts will take \$15,000 for a possible 3-year schedule. There are also a few smaller changes that Todd will clarify with Calcon. So far, the change orders account for roughly \$174,238 (soft cost) \$181,738 (hard cost). CDE contingency (unforeseeable items) include: Storage Tanks \$40,000, Water Filtration System \$30,000, and a fire lane \$20,000. The biggest budget issues are not whether the budget will be exceeded, but how NRCCS can spend to be more efficient down the road. The Board agreed that this is how to best prioritize spending. Still waiting for accurate energy model numbers. The solar energy system will provide energy for the building and slow the power meter. Zirkle wireless is an option for internet service.

Director Report:

Enrollment: Currently there are 65 FTE (70 kids) students enrolled. This decrease equals roughly a \$30,000 deficit. Options for coping with this budget shortfall include the resignation of the NRCCS Admin, plus having the District take over finances will lower costs. Colleen also suggested hiring hourly office help to start on Oct. 1st could help lower the deficit from \$30,000 to \$5,916.

Budget: Dale Mellor confirmed that for the first time ever, the NRCCS budget would be in the black, albeit by a mere \$196. Final numbers from the BBQ fundraiser have yet to be provided. The Board also discussed the need to financially prepare a new Director with full staff and benefits. The plan is to wait for the October 1 enrollment count for solid numbers to begin planning with.

Old Business:

Board Vacancies: Chris motioned and Stephanie seconded to appoint Doug Kenyon to the NRCCS Board. Motion passed unanimously.

Board Discussion:

Calendar: Chris Gander will finalize the 2011-2012 Board Calendar and post to a new website that is being created.

Fund Board: The Fund Board is using an online form for funding requests. The first reading will be in October, so Chris and Colleen will work to get it done.

Action Items:

Board Appointment: Chris motioned and Stephanie seconded to appoint Doug Kenyon to the NRCCS Board. Motion passed unanimously.

Executive Session:

None

Adjournment:

Meeting was adjourned at 8:15 PM