**Facility Schools Board**

**Minutes of Meeting**

**November 7, 2024**

**Virtual only via Zoom**

**\* This meeting was moved from an in-person meeting at TACT, to a virtual meeting only due to inclement weather. Changes to the meeting location were provided via email and noted on the Facility Schools Board/Office of Facility Schools page on the Colorado Department of Education website.**

**In attendance:**

Board Members Present via Zoom: Steven Ramirez, Mylynda Herrick, Rebecca Carpenter, Carolena Steen, Doug Hainley, Betsy Peffer

Board Members Absent via Zoom: Sonjia Hunt

**Meeting Commencement:**

Co-Chair Carolena Steen called the meeting to order.

**Approval of Minutes for October 10, 2024:**

Co-Chair Carolena Steen entertains a motion to accept the October Board minutes.

Board member Rebecca Carpenter makes a motion to approve the minutes, and Board member Betsy Peffer seconds. The Board unanimously approves minutes.

**Approval of November 7, 2024 Agenda:**

Co-Chair Carolena Steen entertains a motion to accept the agenda.

A motion was made by Board member Doug Hainley seconded by Board member Rebecca Carpenter to approve the November 7, 2024 agenda; The Facility Schools Board unanimously approved the agenda.

**Executive Session:**

At 9:35am, Co-Chair Carolena Steen stated that she would “entertain a motion for the facility schools board to convene an executive session to receive legal advice on specific legal questions related to the facility schools board’s and CDE’s roles in reports about Joshua School pursuant to section 24-6-402(3)(a)(II), C.R.S.”

Board member Mylynda Herrick made a “motion for the facility schools board to convene an executive session to receive legal advice on specific legal questions related to the facility schools board’s and CDE’s roles in reports about Joshua School pursuant to section 24-6-402(3)(a)(II), C.R.S.” Rebecca Carpenter seconds the motion. The Board voted unanimously to enter executive session.

Rebecca Carpenter moved to end executive session., Betsy Peffer seconded the motion.

Co-Chair Steen called for the Board to return to the general meeting. The Board reconvened the regular meeting at 10:25 am.

**Public Comment – Virtual Attendance Only –** Members of the public who wish to address the board must sign up 24 hours prior to the meeting using this link – Public Comment Sign-up Sheet. Presentations are limited to 3 minutes, with a maximum of 10 people.

* One individual provided public comment.

**TACT Tour – Canceled. Discuss rescheduling of this meeting**

* Tour canceled due to weather conditions
* Lori McClurg of TACT thanks facility schools board for its interest in coming to their school.
* Discussions on rescheduling the TACT visit to March 13, 2025.

**Co-Chair Steen calls for a motion to hold the March 13th meeting at TACT.**

* Board member Steven Ramirez makes a motion to hold the March meeting at TACT. Board member Rebecca Carpenter seconds the motion. The Board unanimously agrees to hold the March 13, 2025 meeting at TACT.

**Board Discussion Time – Updates on TACT’s new program -** Lori McClurg, Special Education Director for TACT, informed the Board that TACT would not pursue approval for 9th-12th graders at this time.

**Operating Procedures/Public Comment Protocol- AAG Jenna Zerylnick presented a draft of public comment guidelines for the Board to use. The Board had no further feedback on the draft. CDE staff will post the draft to the Board’s website.**

**New OFS staff member**

* Introducing our newest systems support member Celina Ulibarri.

**Monitoring Strategic Plan Goals or Measures**

* G Winter reminded the Board of their stewardship role for each of their core governing documents.
* The Board will be tasked with a review of the 2025 Board Work Plan at the December Board meeting.

**Debrief of Kaleidoscope**

* The Board created two lists to debrief their presentation and award ceremony experience at Kaleidoscope.
* Notes from this debrief were preserved in the Board’s Shared Board Work folder 2023-2025.
* Tara Butler shared presentation slides with summary stats from the kaleidoscope survey, 80% great feedback and 10% recommendation feedback.

**Team Updates:**

**ESSU Updates,** Judy Stirman**-** Third party evaluation is being organized. CDE website overhaul coming - June 2025. Welcomed Celina Ulibarri, new team member to the OFS.

**Policy/Operations**, Wendy Dunaway- Working on third party evaluation with the work group. Continually refining the guidance for Specialized Day Schools. Allie provided a technical assistance report to the work group, with a variety of inquiries from school districts.

**Monitoring,** Judy Stirman provided the report for Robin Singer and Ann Symalla**-** The monitoring team visited two schools in October with no compliance issues. Most of the annual reports have been completed and turned in. Annual certificates will be distributed at the next directors meeting. Planning new IEP training for the field.

**Assessments**, Annie Haskins - Continuing to work on state assessment training, approximately 30 students have been identified as NEP/LEP and qualify to take the ACCESS for ELLs assessment. Inches away from being able to roll out the Project Education IEP system - two corrections need to be taken care of and then we can release the system to the field.

**Systems Support**, Lori Kochevar and Celinda Ulibarri - Continuing to provide iReady, IXL, and Infinite Campus support. Celina has been learning each of these systems. Dede will be training Lori and Celina on December Count data collection. Working on attendance data collection.

**Academic Systems Support**, Tara Butler - working with schools on the instructional aspects of IXL and i-Ready. Reaching out to facilities on how to further support them with their academic needs. Processing Kaleidoscope Conference survey data to improve and grow for next year. Excited that facility schools are continuing to grow which means we have to start thinking about bigger venues for Kaleidoscope. Co-training with Dede on CMAS.

**Program Support,** Darren Serrato -Continuing to work on the logistics for these meetings such as approvals, sending out invites, food, setup. Has also been working on submitting invoices and keeping track of the budget.

* Board members Carolena Steen and Doug Hainley provide positive feedback for the OFS teams preparation and facilitation of the Kaleidoscope Conference.
* Board seat terms for Mylynda Herrick, Betsy Peffer, and Sonjia Hunt will expire June 2025. Board members must announce their intentions for the upcoming opening no later than January 2025.

**Adjournment of Meeting:**

Co-Chair Carolena Steen adjourns the meeting.

**Next Meeting Date** – December 12, 2024 (Thursday) Shiloh House Centennial, CO