**Facility Schools Board**

**Minutes of Meeting**

**February 13, 2025**

**Virtual only via Zoom**

**In attendance:**

Board Members Present Via Zoom: Steven Ramirez, Mylynda Herrick, Rebecca Carpenter, Carolena Steen, Doug Hainley, Sonjia Hunt, Megan Coggins

Staff Present: Judy Stirman, Wendy Dunaway, Darren Serrato, Robin Singer, Ann Symalla, Annie Haskins, Allie Miller,\*Virginia Winter(G) - contracted staff. \*Jenna Zerylnick - AG’s office

**Meeting Commencement:**

Co-Chair Ramirez called the meeting to order.

**Approval of Minutes for January 9, 2025:**

Co-Chair Ramirez entertains a motion to accept the Board minutes.

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

**Approval of February 13, 2025, Agenda:**

Co-Chair Ramirez entertains a motion to accept the agenda.

A motion was made by Board member Hunt, seconded by Board member Herrick to approve the February 13, 2025, agenda; The Facility Schools Board unanimously approved the agenda.

**Public Comment –** 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.

* No public comment provided.

**Responsibility Matrix Mid-Year Review,** Virginia Winter, and Mylynda Herrick

* Reviewed the status and progress of on-going tasks within the Responsibility Matrix.
* Link to board member work folder was shared with Board member Coggins.

**Confirm Board Vacancies/ April Board Meeting/ Havern Approval Packet,** Judy Stirman-

* Judy confirmed with the Board members retaining their seat.
* Board member Coggins has agreed to stay on the board for three years.
* Board members unanimously commit to switch the April 10th facility schools board meeting to April 17th at Shiloh Family Resource Pavilion with a 10:30am start.
* Havern has submitted their approval documents and has met all criteria for the specialized day school authorization.
* Wendy will send out the Havern approval packet to Board members after this meeting.
* Judy reminded the Board that it is their role to review all new facility approval packets.

**February/March Board Page for FS Newsletter/Confirm,** Darren Serrato-

* Confirmed with board member Carpenter that she is tasked with the February board page.
* Confirmed with board member Herrick that she is tasked with the March board page.
* Confirmed with board member Steen that she is tasked with the April board page.
* Confirmed with board member Coggins that she is tasked with the May board page.

**New Accreditation System,** Wendy-

* Reviewed the Facility Schools Accreditation report template draft.
* Reviewed student outcomes, student engagement, and postsecondary workforce readiness.
* Wendy will send the Accreditation report draft ‘in progress’ to the Board

**Dialogue Item,** FS Team/Board-

**Discuss current Day Treatment program requests to Transition to Specialized Day Schools**

* Schools need a license from CDHS to become a day treatment facility. Specialized day schools are authorized by CDE.
* Schools would need to get authorized and reapproved by the Facility Schools Board in order to discontinue their CDHS license.
* Board members discussed the transition process.
* Concerns with transitioning to specialized day schools – noted that they would not offer day treatment services.

**Team Updates:**

**ESSU Updates,** Judy Stirman**-** Offered Spectra the June date to host the board meeting at their facility or a date within the new school year. Working on the CDE website accessibility overhaul. Suggested that we add a meeting where board members can attend a combined CEO/Director’s meeting.

**Policy/Operations**, Wendy Dunaway- Working alongside CDE for the JBC budgeting for the next year. Working on Third Party Evaluator statement of work proposals from Higher Ed institutions (SB23-219).

**Monitoring,** Ann Symalla/Robin Singer- Monitored four programs, no compliance issues. Working with CDHS to revise the Out of District Manual. SPED team offered two remote IEP trainings, with one more scheduled. Did a presentation about facility schools for the Autism Team during their office hours.

**Assessments**, Annie Haskins – Notes that facilities are using Project Education to write IEPs for students. Regularly hosting office hours for Project Education navigation training. About forty students across fifteen facilities have been assessed for English language proficiency. Facilities have been entering their students into the PSAT/SAT and Pearson assessment systems.

**Systems Support**, Celina- Learning as much as she can from Lori. Completed December Count. Currently working on January attendance. Celina attended the CSIS conference, learning about transcript requests.

**Technical Assistance Center**, Allie Miller- Attended the Courage to Risk conference with several CDE colleagues.

**Academic Systems Support**, Tara Butler – IXL and i-Ready are offering trainings for directors tomorrow at the education directors meeting. Connecting with facilities on how to provide one on one support on i-Ready or IXL.

**Program Support:** Darren Serrato- Worked on agendas and adapted to the last-minute changes, worked with Wendy and Lori on accessibility review of our website. The January facility schools newsletter has been published, please let Darren know if you need a copy.

**Board Counsel update,** Jenna Zerylnick- No major updates; she is here to help with any questions or concerns.

**Adjournment of Meeting:**

Co-Chair Ramirez adjourns the meeting.

**Next Meeting Date** – March 13, 2025, In Person – TACT- 2960 S Umatilla St, Englewood, CO 80110