**Facility Schools Board**

**Minutes of Meeting**

**March 13, 2025**

**TACT located at: 2960 S Umatilla St, Englewood, CO 80110**

**In attendance:**

Board Members Present: 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 Steen called the meeting to order.

**Approval of Minutes for February 13, 2025:**

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

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

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

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

A motion was made by Board member Hainley, seconded by Board member Hunt to approve the March 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

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| **Megan Coggins Confirmation of Board Seat-**   * Judy officially presented Megan Coggins with her State Board of Education letter of appointment. |
| **Havern Autism Program, Specialized Day School. Presentation Requesting Facility School Approval-**   * The Havern Autism Program (Robyn Ledebuhr and Jessica Bandy) provided a presentation of their program. * Havern requests approval as a specialized day school. * Co-Chair Steen entertains a motion to contingently approve the Havern Autism Program as a specialized day school. Board member Herrick makes a motion to contingently approve the Havern Autism Program, seconded by board member Carpenter. The Facility Schools Board contingently approves the Havern Autism Program dependent on providing the following requirements to the FSB no later than April 10, 2025: Clarifying information regarding ratios of licensed staff to students; consider substitute licenses for paras/RBTs; expectations/collaboration/evaluations and attendance of facility school staff at district IEP meetings; ensure accessibility to board/leadership meetings for parents; clarify investigation/communication/notification to parent and school district regarding all mandatory reporting; clarification of transportation provision and responsibilities, including parents; review drug policies for both staff and students; and clarify practices for transition students back to home schools. |
| **Preservation Reunification Networking for Families – Introduction to the board/ Virtual**   * David Molineux provides a brief introduction of the PRN day treatment program. |
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| **Elevation Ability - update on specialized day school status**   * Keelee Burtch provided a brief introduction of the Elevation Ability program. |
| **Upcoming expiration of board members (Megan Coggins, Mylynda Herrick, Sonjia Hunt ) terms and board vote on whether to recommend reappointment of these members by the State Board of Education**   * Co-Chair Steen entertained a vote to recommend Megan Coggins for reappointment to the Facility Schools Board to the State Board of Education. Board member Herrick makes a motion to recommend Megan Coggins for reappointment to the Facility Schools Board of Education, Seconded by Board member Carpenter. * Co-Chair Steen entertained a vote to recommend Mylynda Herrick for reappointment to the Facility Schools Board to the State Board of Education. Board member Carpenter makes a motion to recommend Mylynda Herrick for reappointment to the Facility Schools Board of Education, Seconded by Board member Hunt. * Co-Chair Steen entertained a vote to recommend Sonjia Hunt for reappointment to the Facility Schools Board to the State Board of Education. Board member Carpenter makes a motion to recommend Sonia Hunt for reappointment to the Facility Schools Board of Education, Seconded by Board member Hainley. * The Facility Schools Board moves to direct the CDE Office of Facility Schools to submit a recommendation to the State Board of Education to reappoint Megan Coggins, Mylynda Herrick and Sonjia Hunt to the Facility Schools Board. |
| **Strategic Plan review of Mission, Vision, Values Review the Work Plan, and update of the Facility School Board Committees or Projects Listing, Virginia Winter**-   * Board reviews the origins of their Mission, Vision and Values on the Strategic Plan. * Board member Megan Coggins added to the strategic plan alongside Sonjia as document ‘steward.’ * Board reviews the March and April sections of the Work Plan. * Changes were made to update the Board’s voluntary commitments to Committees and Projects. |
| **TACT Site Update, Lori McClurg and Becky Mershon-**   * TACT was recognized as one of the top 3 non-profits by Daniel’s Fund and was awarded 100K * TACT was featured on Mike Rowe’s People You Should Know and was awarded 100K * Successful Job Fair held at TACT * Hosting a Coffee Talk with Colorado’s Women in Manufacturing * Currently collaborating with 9 school districts * Expansion of learning in CTE and Transition Programs * Members of TACT Leadership attended the Stand Together Conference in Hilton Head, SC. * Opening the doors to partnership and program extensions * Upcoming events include a Classic Car Show & Resource Fair, Summer Workshops Refer to the [TACT website](https://www.buildwithtact.org/) for more information. |
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| **Feedback and Discussion on Accreditation – Review Updated report template/CDE Definitions, Wendy Dunaway-** The board reviewed the draft report template, discussed definitions for the three measures, and discussed the overall process to accredit facility schools. |
| **Declare next month’s Board Dialogue Topic**   * Accreditation will be the topic for April. Board Co-Chair Steen requested that the Staff prepare some dialogue prompts to stimulate the conversation and keep it focused on critical questions. |
| **Confirm Board member tasked with March Board Corner**   * Mylynda Herrick is tasked with the March Board page for Facility Schools Monthly Newsletter. |

**Team Updates:**

**ESSU Updates,** Judy Stirman**-** Receiving updates from the Commissioner regarding the federal Department of Education and is sending to facility school directors as they are received. The FSB requested that they be included in the communication from the Commissioner. The posting is now open for the new multi lingual position for our team. Board retreat will be held at Spectra on June 12, 2025.

**Policy/Operations**, Wendy Dunaway- Working on professional development and contracts for next year. Third party evaluation for the work group will start on July 1st. The Joint Budget committee approved a 2.3% inflationary factor for Facility School State Revenue for 2025-26. Wendy has started notifying all of our sites of the new budget. Lastly, working on updating the application for Specialized Day Schools. The 2.3% inflation rate has also been applied towards tuition cost rates for the 2025-26 school year.

**Monitoring,** Ann Symalla/Robin Singer- Working closely with Annie and Dede to coordinate IEP system training and learning about how to write IEPs. Met with Bill Brown, CDE’s Affective Needs Specialist to develop training on completing Functional Behavior Assessments and Behavior Intervention Plans. Updating the Out of District manual. Met with the Out of District Coordinators and had a good turn out with 15 districts represented. Hot topics were around transportation and responsibility for re-evaluations. Also working on completing course options for high school students - English, Math and Career Education have been completed. Science and Social Studies will be next. Transcripts have been updated to be aligned with current guidance. Requests for diplomas will be coming in soon and may need signatures at the next meeting.

**Assessments**, Annie Haskins- Facility schools are currently preparing for CMAS, CoAlt, and PSAT/SAT assessment windows which open in approximately one month. Tasks include ensuring students are registered for each test, preparing student devices with test applications, and receiving training to administer the tests. Project Education IEP system is now available for use by schools that choose to pilot it. The most recent forms released for use include the Functional Behavior Analysis (FBA) and the Behavior Intervention Plan (BIP), which are two forms that are used frequently in facility schools. There are 5 forms remaining, which Annie and Dede are currently reviewing and expect they will be available for use by the start of the 2025-26 school year.

**Systems Support**, Celina Ulibarri and Lori Kochevar - Continuing to provide data support for attendance and other data projects. CDE is updating their website to meet accessibility requirements. Tech vendors must also meet accessibility requirements. IXL will continue next fiscal year with a focus on secondary students. The i-Ready system will still be used with a primary focus. Providing the field with Infinite Campus training and support.

**Technical Assistance Center**, Allie Miller- The TAC is piloting services and support for school districts. The HUB group is providing input and feedback regarding a shared cost rate sheet for all providers to use for consistency.

**Academic Systems Support**, Tara Butler- Potential changes to the Kaleidoscope conference for 2025 were shared. The board provided feedback to support all staff and facility schools if possible.

**Program Support:** Darren Serrato- Currently hosting weekly contract renewal meetings with contract managers. Working on the March Facility Schools newsletter currently plugging in articles. Updated the Board’s digital binder, printed new and updated documents for the Boards hard copy binder, will distribute these in April.

**Board Counsel update,** Jenna Zerylnick- Will hold annual board best practices training at the May 8th Facility Schools Board meeting. Jenna provided a high-level summary of some of the recent federal actions.

**Adjournment of Meeting:**

Co-Chair Ramirez adjourns the meeting.

**Next Meeting Date** – April 17, 2025.

In Person – Shiloh House Family Resource Pavilion Located at 9700 E Easter Ln, Centennial, CO 80112