



**Carbon Valley Academy Board of Directors Agenda
Summer Retreat July 29th, 30th, 31st 2011
Berthoud Inn, Berthoud CO**

Day 1, 6.00 p.m. Friday

Retreat began at 6:40 p.m.

Present: J. Davis (P,T), S. Barnes (VP), M. Ingino (S), M. Goter (D), W. Reyburn (D).

Also Present: T. Carey (ED), K. Wright (Consultant)

a) Team Building.

Discussed the five step decision making process and what area each board member feels that they are the strongest in.

Discussed what SWOT analysis does and how it helps us.

b) SWOT Analysis.

Board discussed and noted CVA's Strengths, Weaknesses, Opportunities and Threats.

Adjourned at 10:45 p.m.

Day 2, Saturday

Began meeting at 8:22 a.m.

Present: J. Davis (P,T), S. Barnes (VP), M. Ingino (S), M. Goter (D), W. Reyburn (D).

Also Present: T. Carey (ED), Principal Gjellum, Preschool Director J. Janson, S. Jennings (Accountant), K. Wright (Consultant).

a) Breakfast with senior staff and consultants.

Introduction (S. Jennings, Accountant) - works with other charter schools, works as a "back-up" for Tony/CVA. District has said that we are one of the first schools to provide financials. Considering budget cuts CVA made, CVA is actually in a good position. Looking good to trend upwards in the coming years.

Preschool- working on full day, last year was the first year state has set preschool standards. Working to align standards. A lot of new families that has come through. Camps were turned over for teachers to be creative. Last week went to core knowledge event (K. Stein and J. Jansen). Training was fabulous at event. CVA is the only charter school that provides for CPP students. From June, looks like preschool is in the 80% retention. Core knowledge certification: still have to take a few classes, will present next summer. Acc. Committee: can preschool data be measured?

Principal L. Gjellum - spent month of July meeting with teachers individually. Had questions for them (i.e. what do you like? what would you change?) A lot of teachers were wondering if they will be observed. They have stated that they crave the feedback. Feedback will be given via written form that day. Vertical teams, (twice a month meeting), will bring sample work. Will bring in elective teachers as well. Leadership team: vision is a team that has interest, leader from each team (preschool, K-1, 2/3, 4/5, special ed, specials), required to report back after each meeting. NWEA, Decart. Would like to use it more. Will use Decart data for each student, each subject. Will go over the NWA with teachers before school year, learn more how to use it. Ability grouping, HI-Med, Med-Lo. Observation in the classroom will be 9 minutes observations, everyday.

b) New Board member orientation

Background, philosophy from L. Gjellum.

c) Policy Governance, Sunshine laws

Why Carver Policies? CVA developed a Hybrid of P.G. that clarifies boards role and administrations role, functions and parameters. P.G. helps boards stay out of "daily operations" and focuses more on results along with long term goals/visions. CVA has more local voice with hybrid P.G. Board looked over overview and introduction of P.G. for clarity for all board members. How carver policy is great for CVA v.s the way other schools operate, how to communicate this better to parents if needed. Why 4 chapters? 2 domains board has

control over fully (chapter 1 and 4), 2 domains that admin have control over with limitations (chapter 3, linkage, chapter 2, limitations).

d) Lunch.

Discussion over Policies in general, understanding of and questions that arise from Board members, defining "systematic program change" language. Ends, Means.

Board to have a further discussion about Board-Staff spheres of responsibility and Acc, and possible adding to the form.

e) Long range vision

Created categories/topics for the beginning of vision document:

Relationship between and among students, their families, CVA and the broader community. Governance, leadership and Financial condition. Staff, curriculum and programs of CVA. Organization, structure, processes and facilities.

f) Dinner

Continued with vision documents (rough draft)

Adjourned at 2:00 a.m.

Day 3, Sunday

Began at 8:30 a.m.

a) Breakfast

Continued with vision documents (rough draft)

Break 10:30, Re-convened at 11:30 a.m.

b) Review

Created web of vision plan and action plan (follow through steps) for August meeting.

Adjourned at 4:35 p.m.