



# JAMES IRWIN CHARTER SCHOOLS

Character Development and Academic Excellence

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*Mission Statement: The mission of James Irwin Charter Schools is to help guide students in the development of their character and academic potential through academically rigorous, content-rich educational programs.*

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## Board Meeting Minutes Via Zoom November 17, 2020 - 6:00 p.m.

### Board Members Present:

- Shaun Manley, President
- Jeff Kemp, Vice President
- Steve Hester, Treasurer
- Angie Guerrero, Secretary
- Duane France, Director
- Greg Swartz, Director
- Leilani Foronda, Director

### JICS Executives:

- Rob Daugherty, Chief Executive Officer
- Eileen Johnston, Chief Financial Officer

### I. Preliminary

1. Call to Order ~ Shaun Manley at 6:01 p.m.
2. Mission Statement ~ Shaun Manley
3. Approval of Agenda ~ Steve Hester moves to amend the agenda to include
  - A-3B Table of Contents
  - A-3B Fiscal Management of the JICS Network
    - A-3B-1 JICS Board of Directors Fiscal Duties and Responsibilities
    - A-3B-1DC BOD Policy Attachment Fiscal KPIs and dashboard indicators
    - A-3B-2 JICS Administrative Team Fiscal Duties and Responsibilities
    - A-3B-2DC-1 Chief Finance Officer Job Description
    - A-3B-2DC-2 JICS Financial Control Procedures Manual
    - A-3B-3A Annual Budgeting Planning and Procedures
    - A-3B-3B Current Approved Budget Management





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on the consent agenda for approval. Duane France seconds the motion. No further discussion. All in favor 7/0. Motion to approve the agenda as amended. Steve seconds the motion. No further discussion. All in favor 7/0.

4. Approval of previous minutes October 27, 2020. Shaun Manley makes motion for approve minutes as presented. Steve Hester seconds. All in favor 7/0.

5. Public comments ~ None

## II. Reports

1. Rob Daugherty, CEO ~ Visited YMCA they want \$5million for the building. There is significant amount of work and concerns regarding the location. Steve pointed out the carline would be difficult. Modular movement and there is good news tonight. I had a meeting on Friday afternoon and we found a way to get by a set inspection from the building department. We are working on that. Once we have the set inspection we can get approvals from the building department. Met virtually with the contractor that built the football field and they acknowledge that this is there issue and they are going to hire a local engineer to look at the problem area and how to solve the problem. Last week roof repairs and complete. The fence at JICA has been repaired. Our maintenance team did the repair on that and saved JICS a lot of money. Linda is working hard on the CARES grant. We had to postpone the dedication ceremony due to COVID-19 safety. COVID-19 we are moving into safer at home orange. I've made a difficult decision to move our secondary to remote learning. We will be bringing the students who are struggling the most to make sure we are working with those students. We did have our first documented outbreak at JICA and it was on the news last night. We are looking at increasing the airflow at JICA.

2. Eileen Johnston, CFO ~ Eileen reviews the October 31 statement and points out the bottom line results. Eileen reviews the modular expenditures and the library remodeling expenditures. There is only \$54K in the budget to finish the modular build.

## 3. Principals' Reports ~

- Alex Marquez – High School Principal
- Michele Prusinowski – Middle School Principal
- Cari Reed – Elementary School Principal

## III. Consent Agenda

A-3B Table of Contents

A-3B Fiscal Management of the JICS Network

A-3B-1 JICS Board of Directors Fiscal Duties and Responsibilities

A-3B-1DC BOD Policy Attachment Fiscal KPIs and dashboard indicators

A-3B-2 JICS Administrative Team Fiscal Duties and Responsibilities

A-3B-2DC-1 Chief Finance Officer Job Description





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A-3B-2DC-2 JICS Financial Control Procedures Manual  
A-3B-3A Annual Budgeting Planning and Procedures  
A-3B-3B Current Approved Budget Management

IV. Discussion Items

1. 2021-2022 School Calendars and Fees
2. Education alliance of Southern
- 3.

V. Decision Items

1. Approval 2021-2022 School Calendar and Fees ~ Shaun makes a motion to approve the 2021-22 school calendars and fees sheets as submitted. Leilani seconds the motion. No further discussion. All in favor 7/0.
2. Approval of Alliance of Southern Colorado ~ **Tabled** until the contract is received and reviewed by the Board members.

Adjourned by Shaun Manley at 6:47 p.m.

Respectfully submitted by:

*Shaun Manley*

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Shaun Manley, President

*Angie Guerrero*

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Angie Guerrero, Secretary