



JAMES IRWIN CHARTER SCHOOLS

Character Development and Academic Excellence

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.

Board Meeting Minutes
Board Room
May 25, 2021 - 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 (via Zoom)

JICS Executives:

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

Guests:

- Matt O'Meara, Choice Advisors
- John Brendza, CSI

I. Preliminary

1. Call to Order ~ 6:03 p.m.
2. Pledge of Allegiance ~ Shaun Manley
3. Mission Statement ~ Shaun Manley
4. Approval of Previous Minutes - April 27, 2021 ~ Shaun Manley makes the motion to approve the April 27, 2021 board minutes as presented. Steve Hester seconds the motion. No further discussion. All in favor 7/0.
5. Approval of Agenda - Approval of agenda as amended.
 - Move Matt O'Meara's presentation after public comments.
 - Add supplemental budget 20-21 to discussion.



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- Add approval of supplemental budget to decision
- Add approval of ADA policy to decision items.

No further discussion. Steve Hester seconds. All in favor 7/0.

5. Public Comments

Matt O'Meara ~ Presents the findings of the Choice Advisors funding options for PTEC. The Board received the report with outcomes and financial options.

II. Reports

1. CEO Report ~ Rob Daugherty presents the CEO report – attached.
2. CFO Report ~ Courtney Kennedy highlighted the April budget. We have a significant savings for health care.
3. Principals' Reports –
 - PTEC ~ LeErica presents the highlights of PTEC and some exciting successes this year.
 - JICA ~ Saadia presents the highlights of enrollment. JICA did exit interviews inquiring why students are exiting JICA. The reasons varied, some wanted to move to a school closer to home, a couple wanting to have their kids all on one campus or PCS'ing.

III. Consent Agenda

IV. Discussion Items

1. Modular – PTEC – Rob Daugherty discusses the costs of the modular.
2. Designate Banking Authority – VectraBank
3. Mask Mandate Changes
4. ADA Policy for Website
5. Supplemental Budget for 20-21

V. Decision Items

1. Resolution to approve Banking Authority – Jeff Kemp makes motion

JAMES IRWIN CHARTER SCHOOLS
BOARD OF DIRECTORS RESOLUTION
TO OPEN BANK ACCOUNTS



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WHEREAS, the Board of Directors of James Irwin Charter Schools has determined it to be in the best interest of the James Irwin Charter Schools execute and deliver to said bank a duly signed original of the completed banking resolution as is annexed thereto, and that the authority to transact business, including but not limited to the maintenance of savings, checking, and other accounts as well as borrowing by James Irwin Charter Schools, shall be as contained in said resolution with the named officers therein authorized to so act on behalf of the Corporation as specified hereto.

The foregoing is a true record of a resolution duly adopted at a meeting of the Board of Directors of James Irwin Charter Schools and that said meeting was held in accordance with stat laws and the Bylaws of the above-named Corporation on May 25, 2021, and that said resolution is now in full force and effect without modification or rescission.

Duane France seconds. No further discussion. All in favor 7/0.

2. Resolution to Reimburse Expenses. Steve Hester reads:

DECLARATION OF OFFICIAL INTENT TO REIMBURSE EXPENDITURES

WHEREAS, James Irwin Charter Schools (the "Corporation") intends to acquire, construct, renovate, equip or rehabilitate Power Technical (the "Project"); and

WHEREAS, the Corporation reasonably expects to reimburse certain costs of the Project with proceeds of debt to be incurred by the Corporation; and

WHEREAS, the Corporation expects to issue debt not exceeding \$20million in aggregate principal amount for purposes of financing, refinancing or reimbursing costs of the Project;

NOW, THEREFORE, BE IT RESOLVED that the Corporation declares its official intent to acquire, construct, renovate, equip or rehabilitate the Project; to reimburse certain costs of acquiring, constructing, renovating, equipping or rehabilitating the Project with proceeds of debt to be incurred by the Corporation; and to issue debt not exceeding \$20million in aggregate principal amount for purposes of financing, refinancing or reimbursing costs of the Project. Jeff Kemp seconds. No further discussion. All in favor 7/0.



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3. Resolution to approve Supplement budget – Jeff Kemp reads

**The James Irwin Charter Schools
Board Resolutions: May 25, 2021**

I. Resolution to approve a James Irwin Charter School Supplemental Budget for 20-21.

- a. Be it resolved that the James Irwin Charter Schools Board of Education in El Paso County approves a Supplemental Budget for the 20-21 fiscal year. The schools each received Federal funding related to COVID 19 that was not included in the approved budgets. Therefore, the board appropriates funds to support additional annual expenditures related to these grants.
- b. Furthermore, the James Irwin Charter High School is moving forward on a Board approved project that has been included in the proposed budget for the High School Federal Grant. If State approval of the project is received, approval will be retroactive to the start of this project, and the project will be covered by the grant. If this budget line item is denied, the school will need to pay for this project with reserve spending. Since approval is not known at this time, the Board approves additional High School Reserve spending of \$374,702 to replace the school floors in the event that the grant funding cannot be used for same.

Furthermore, PTEC's grant and donation revenue is projected to exceed budget by \$58,000 and so related expenditures of \$58,000 are approved.

Furthermore, PTEC is moving forward on a Board approved project that has been included in the proposed budget to spend \$200,000 for architectural fees for a new building.

- c. As itemized on the attached spreadsheet, The Supplemental Budget includes increased expenditures as follows:

JICA:	\$110,074
ES:	328,042
MS:	300,488
HS:	674,361
PTEC:	\$368,390

II. IN THE EVENT THAT THE HIGH SCHOOL FLOORING PROJECT IS NOT APPROVED BY THE STATE AS A LINE ITEM IN THE PENDING HIGH SCHOOL FEDERAL GRANT BUDGET, this second



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Resolution approves an additional James Irwin High School 2020-2021 reserve spending of \$374,702 to support the approved Supplemental 20-21 Budget.

Angie Guerrero reads:

This second Resolution approves an additional PTEC 2020-2021 reserve spending of up to \$200,000 to support the approved Supplemental 20-21 Budget.

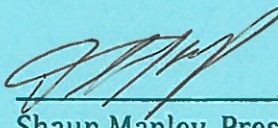
Note for the Boards convenience: previously approved 20-21 reserve spending is as follows:

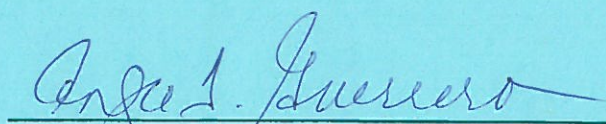
- a. JICHS - \$1,006,657
- b. JICES - \$25,090
- c. JICA - \$50,196

Steve Hester seconds. No further discussion. All in favor 7/0.

4. Steve makes the motion to adopt ADA Compliance Policy with amendment to change of wording per Steve Hester's policy change. Jeff Kemp seconds the motion. All in favor 7/0.

Adjournment 8:10 p.m.


Shaun Manley, President


Angie Guerrero, Secretary