



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

September 26, 2023

6:00 p.m. – 8:00 p.m.

I. Preliminary

- 1) Call to Order- 6:01 pm
- 2) Pledge of Allegiance
- 3) Mission Statement
- 4) Approval of Agenda- Motion to Amend agenda, to add Consent item 1. Accept Audit Report.
 - a. Greg Motions.
 - b. Brian 2nds.
 - c. Unanimous Aye.
- 5) Approval of Previous Minutes-
 - a. Greg moves to approve as Amended,
 - b. Angie 2nds
 - c. Unanimous Aye
- 6) Public Comments- None

II. Reports

- 1) CEO Presentation- enrollment up, still enrolling new students. October count is coming up. We are still advertising, see Advancement board report.
 - a. SPF Preliminary numbers.
 - i. PTEC: 69.9% last year, 57.6% this year. Still a performance school.
 - ii. HS: 74.8% last year, 75.5% this year. Performance Rating
 - iii. MS: 58.4% last year, 72.7% this year. They were put on an improvement plan; we are appealing to the state.



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- iv. ESH:82.1% last year, 50.8% this year. This is mainly due to a low growth number, Achievement was high. Improvement Plan.
 - v. ESA- 69.6% last year, 76.5% this year. Performance School. Exceeded all CMAS Goals.
 - vi. SPF scoring has been changed to rely heavier on growth than in the past 40/60 ratio. Achievement can be high but low growth will bring the score down.
- b. Benefits demographics
- i. 257 Employees, 241 Full Time & 16 Part Time
 - ii. Average age 41
 - iii. Average years of service is 5.
 - 1. 0-1 year 17 employees
 - 2. 1-4 years 18 employees
 - 3. 5-9 years 216 employees
 - 4. 10-14 years 132 employees
 - 5. 15 or more 19 employees
 - iv. Our turnover is fantastically low compared to similar schools.
 - 1. Most of our leadership have held multiple other positions.
 - 2. Many staff have students enrolled in a JI school.
 - v. 201 Female and 56 Male employees.
- c. Buildings and Grounds:
- i. Waynoka
 - 1. Has a large chiller that has been “mothballed” this unit will be used to repair other units.
 - 2. Elder is assisting and/ or handling many of the needed fixes.
 - 3. Cul-de-sac almost complete.
 - 4. Will have permanent Certificate of Occupancy soon.
 - 5. Looking into options to install a permanent 6’ fence around the entire property for safety.
 - a. Bids @ \$34,000-\$65,000



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- b. May need to add to next year's budget.
 - c. Waiting to complete bond. Will there be available funds?
 - d. The board would prefer to get it done as soon as possible.
 - e. Will be discussed at the next finance meeting.
 - ii. Canada Drive construction beginning.
 - 1. Contract is signed.
 - 2. Foundation approval pending.
 - 3. There will be no major exterior changes until after the Certificate of Occupancy is granted.
 - 4. Funding for future projects is being explored.
 - iii. Football Field
 - 1. Elder is combining the ADA required concessions and restroom facility with the new daycare rooms.
 - a. Looking into doubling enrollment capacity to achieve higher grant funding.
 - 2. Elder will also be working to fix the fields drainage issues, as part of this project.
 - iv. Charter School Growth Fund
 - 1. They are excited to work with us.
 - 2. The timeline has been accelerated. Their board will vote in November.
 - 3. Their mission is to replicate high quality charter schools.
 - 4. We would receive approximately \$1500 per new student.
 - 5. Our growth plan includes opening a school in Pueblo.
 - v. The Joint Budget Committee has proposed a 6.8% increase in school funding for next year and ending stabilization that has been in place since 2008.
- 2) CFO Presentation
 - a. Budget Spending
 - i. August 31st 16% throughout the year.



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- ii. Count day will provide concrete numbers.
 - iii. Will be meeting with Principals after those numbers are calculated to revise budget prior to October Meeting.
 - b. Staff Retention- Negligible change. 32 open positions, we have added 2 positions.
 - c. Final Audit Report
 - i. Everything is looking good.
 - ii. Ended the year strongly.
 - iii. Tom- will be presenting at the October 10th working session.
 - iv. KPI's as of June 30th look great.
 - d. Staff survey on health insurance
 - i. 20% participation
 - ii. Most love Peak Med
 - iii. Would like a lower cost option for dependents, deductible, and out of pocket max.
 - iv. Looking into options.
- 3) Principal Reports – *Primary Schools*
 - a. *ESA*
 - i. 46 elementary age staff kids. 61 total staff kids.
 - ii. New things we are starting this year.
 - 1. Data Teams- Reading & Math
 - a. May start doing for behavior.
 - 2. Lead Teacher Collaboration Days
 - a. Giving lead teachers time to get extra tasks completed.
 - b. They all meet and can bounce ideas off each other.
 - c. Assistants teach for the day.
 - d. Time is given for them to observe their team and give feedback.
 - e. The 1st time was a success. Planning for 1x a month.
 - 3. Principal walkthroughs
 - a. Making a point to go around weekly to each teacher.



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- b. Targeted on positive interactions, currently.
 - iii. 1st SAC meeting will be tomorrow.
 - iv. Would like more time for principals to talk and collaborate with each other.
- b. ESH
 - i. Doing a lot of the same new things. Leadership went to the same training.
 - ii. Looking for incentives for teachers that reach their goals.
 - iii. Dean is also starting to do coaching with classroom management.
 - iv. Having Admin pop into classrooms has seen a decrease in behavior issues.
 - v. Training in Restorative practices. Implementing things learned there.
 - 1. Structured Day
 - 2. Accountability Projects
 - a. Helps students think through actions, consequences, and better choices for next time.
 - b. Students have by in.
 - c. Students agree to new actions moving forward.
 - vi. Spirit week for count window.
 - vii. Skate City back to school party coming up.
 - viii. Working through data from CMAS to look for growth.
 - 1. Starting to use more resources from the current curriculum.
 - 2. Look into attendance as a factor. Staff and Students.
 - ix. 1st Attendance detention
 - 1. The parents were there.
 - 2. Made fixing attendance obstacles a team effort.



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3. Parents participated and seemed to respond well.

III. Consent Agenda

Accept final audit report.

IV. Discussion Items

1) CCSP Startup Grant

- a. Board members must complete training with the league to be compliant.
- b. Previous training should count. Waiting for clarification.
- c. Due November 15th
- d. Courtney will send dates.
- e. \$900,000 max funding based on scoring.
- f. Linda assigning tasks.

2) El Paso D49 4C MLO Measure

- a. D49 increase in MIL funding on ballot.
- b. If it is adopted as written, will require an increase in teacher salaries.
- c. MLO will only provide funds based on enrolled students living in D49.
- d. We will and can be required to use the money only for salaries. Voters are approving extra funds directed to this use.
- e. Resolution states that should it pass, we will comply with its requirements.

3) Charter School Growth Fund Update

- a. See above.
- b. They are happy with the tight knit atmosphere we have considering our size.
- c. They will be touring PTEC tomorrow. Possibly also 1 of the elementary schools.

4) Board vacancies and recruitment

- a. Brian and Gregg are working to write out a list of requirements for board members.
- b. Another, all call to JI parents should go out, soon.
- c. Principals, please encourage parents you believe will be committed and successful to reach out.
- d. Personal calls will be made to those showing interest.



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- e. A policy review committee needs to be established.
 - i. Policies require review and updates.
 - ii. This committee can have non-board members on it.
 - iii. The committee will submit a new policies document to the board for approval.
 - iv. An all call will be made to all JI families for participation on the committee.

5) Board Training

- a. See above.
- b. Would going to official training for testing be helpful?
 - i. A board briefing about testing may prove more useful.

V. Decision Items

1) Resolution to comply with 2023 D49 MLO

- a. Angie motions
- b. Brian 2nds
- c. Unanimous Aye

VI. Adjournment @ 7:31pm

X

Jeff Kemp

X

Anjie Guerra
Secretary