



Meeting MINUTES - 2025

6:00 PM Feb 5, 2025 | Location: NSCA Main Conference Room

Agenda

A. Call Meeting to Order (Chair, 6:00 pm)

1. Attendance Roll Call

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Present ▾	Absent ▾	Present ▾	Present ▾	Virtual ▾

- Approved ▾

B. Pledge of Allegiance (Chair, 6:02 pm)

C. Approval of the Agenda (Chair, 6:03 pm)

I move that we approve the agenda for the Feb 5, 2025 NSCA Board Meeting.

1st Motion: Ben Partridge ▾ *2nd Motion:* Jessica Garcia ▾

Discussion: None ▾

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes ▾	Absent ▾	Yes ▾	Yes ▾	Yes ▾

- Approved ▾

D. Comments:

1. Public Comments

- Each presenter is limited to 3 minutes

Members of the public shall be allowed to address the Board by sending written comments to the Board Secretary at Tara.Jennings@newsommitcharter.org, identifying the subject "PUBLIC COMMENT" in the subject line of the email. All comments must include the name of the person submitting the comment, as well as contact information. Comments sent in anonymously, or by someone who cannot be identified from his or her email address, will not be read at the Board meeting. Comments must be received by 12:00 noon on the day of the meeting. Written comments must be no more than 400 words (approximately 3 minutes), and must not contain profanity, must not reference student names, and must not defame any individual/s by name. Public comments that do not abide by these requirements will not be shared publicly.

2. Board Comments

- Mr. Partridge stated how wonderful it has been to watch our basketball team and the cheer team. They have been doing an amazing job.
- Mr. Garcia stated that she has enjoyed watching our team's progress!

3. Executive Director Comments

- Staff Highlight
 - Tiffany Fontenot & Chelsea McLain - for their exceptional dedication to our staff and students. They have gone above and beyond these last several months while Mrs. Wise was out on maternity leave.
 - Emery Gualtieri - an exceptional student who was accepted to Pikes Peak Middle School Honor Band. Mr. James Divine, our incredible Band teacher, invited the Board of Directors to a band concert this weekend at CMHS at 2:30.
 - Mrs. McClelland affirmed Mr. Divine, a truly amazing teacher, extremely talented and dedicated to our students!
 - Mrs. McClelland affirmed our girls basketball team for their first win, 35-1. They have been working so hard!
 - Mr. Piciulo has trained 42 staff and distributed 42 Stop the Bleed Kits around the school. We have 35 staff members who are CPR trained and certified, and 18 staff members who are CPI trained and certified.
 - Mrs. McClelland affirmed and congratulated our board member, Michelle Ruehl, who retired this week from the USAF! Congratulations Michelle and thank you for your amazing service to our country!

E. Consent Agenda/Written Reports (Chair, 6:20 pm)

1. Minutes from the Jan 8, 2025 Meeting (Mrs. Jennings)
2. Enrollment & Waitlist Report (Mrs. Dean)
3. School Events (Mrs. Jennings)
4. YPC Update (Mrs. Kennedy)
5. Athletics Update (Mr. Kaloogian)
6. Policy JG-NSCA Enrollment & Placement (Mrs. McClelland)

I move that we approve the Consent Agenda for the Feb 5, 2025 NSCA Board Meeting.

1st Motion: Ben Partridge ▾ 2nd Motion: Jessica Garcia ▾

Discussion: None ▾

Discussion Comment:

- *Roll Call:*

<i>Chair</i>	<i>Vice Chair</i>	<i>Secretary</i>	<i>Treasurer</i>	<i>Director</i>
<i>Ben Partridge</i>	<i>Jarvis Caldwell</i>	<i>Jessica Garcia</i>	<i>Tina Leone</i>	<i>Michelle Ruehl</i>
Yes ▾	Absent ▾	Yes ▾	Yes ▾	Yes ▾
Approved ▾				

F. Information (6:25 pm)

1. Marketing Presentation (Mrs. Reichert)
 - Mrs. Reichert gave a mid-year marketing update. Marketing has included promoting campus tours, information sessions, TV commercials, strengthening our community presence with the carnival, fall festival, craft fair, continuing communications with ParentSquare, working with the Registrar, Sara Dean during the choice window, the School Choice Fair at the Great Wolf Lodge, and geofencing. Moving forward, our marketing efforts will be more data driven with community outreach.
2. 25/26 and 26/27 Calendars (Mrs. McClelland)
 - Mrs. McClelland outlined our plan for a possible change in the calendar's from early release Wednesdays to late start Fridays to align our calendars better with District 20s. This will make transportation of students in both HS and MS/Elementary easier on our families and respect their time. The process will go through the lead teachers to the all staff, the feedback will then be sent to our SAC and back to our administration. This information will be collated and brought to the board of directors in March.
3. Communication Resolution Revision (Mrs. McClelland)
 - Mrs. McClelland updated the board on the revisions of this resolution. All changes were to make the document more date/time neutral. Board read through and elected to verbally ok revisions without sending to Action as revisions did not alter the composition of the document.

G. Discussion (7:01 pm)

1. 25/26 SY Student Fees (Mrs. Reissig)
 - Student fees were static for the past several years. This year, to keep up with rising costs, they were increased by \$10.
2. Policy KDB - NSCA Public Right to Know (Mr. Ravetti, Mr. Miller)
 - This is the Colorado Open Records Act (CORA) fee policy. Per legislative update, the fee is \$41.37 per hour.
3. D Financial Policies (Mr. Gustafson, Mr. Ravetti & Mrs. Hilborn)
 - Mr. Gustafson reviewed the revisions he made to the financial policies.
 - DB - NSCA Annual Budget - Language added to incorporate strategic plan
 - Budget Development Process and Calendar - Added
 - DBE - NSCA Budget Projections - change language for 5 year budget presented
 - DD - NSCA Grants - add language that any grants applied for must go through the executive director
 - DDA - NSCA Donation Financial Policy - updated language
 - DGB - NSCA Check Writing and Signing Policy - updated language
 - DIB - NSCA Deposit Handling - updated language
 - DIC - NSCA Internal Financial Control - updated language
 - DID - NSCA Capitalization of Purchased Items - updated language

- DKA - NSCA Payroll Policy - These policies were heavily updated, Mr. Gustafson asked the board to carefully review this section.
 - DKC - NSCA Travel, Expenditure and Reimbursement - updated per diem to align with inflation
 - DN - NSCA Disposal of Property - updated language
 - DJ - Procurement, Purchasing and Contracting - updated language
4. Q2 Financial Statements (Mr. Gustafson)
- Mr. Gustafson reviewed the Q2 Financials
 - A good quarter but year to date we are in a small deficit.
 - We are currently at a 96% retention rate which will help us
 - State budget is currently \$1 Billion upside down and governor announced only a 2.3% increase in funding
 - Next year we bump up our Debt to Service rate

H. Other Business (7:32 pm)

1. Executive Session

I move that we enter into Executive Session pursuant to C.R.S. 24-6-402(4)(b & f) for legal advice on specific legal matters regarding state and federal law and school policies, and to discuss personnel matters involving parent interactions and protections for administrative staff.

1st Motion: Ben Partridge ▾ 2nd Motion: Tina Leone ▾

Discussion: None ▾

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes ▾	Absent ▾	Yes ▾	Yes ▾	Yes ▾

Approved ▾

I move that we exit out of Executive Session.

1st Motion: Ben Partridge ▾ 2nd Motion: Tina Leone ▾

Discussion: None ▾

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes ▾	Absent ▾	Yes ▾	Yes ▾	Yes ▾

Approved ▾

I. Adjourn (Chair, 8:29 pm)

I move that we adjourn the Feb 5, 2025 NSCA Board Meeting.

1st Motion: Ben Partridge ▾ 2nd Motion: Jessica Garcia ▾

Discussion: None ▾

Discussion Comment:

- Roll Call:

Chair	Vice Chair	Secretary	Treasurer	Director
Ben Partridge	Jarvis Caldwell	Jessica Garcia	Tina Leone	Michelle Ruehl
Yes ▾	Absent ▾	Yes ▾	Yes ▾	Yes ▾

Approved ▾

Scribe

Tara Jennings