

## **MINUTES OF MEETING OF BOARD OF DIRECTORS OF VENTURE PREP**

A meeting of the Board of Directors of Venture Prep was duly called on August 11<sup>th</sup>, 2015, at Venture Prep High School. Present at the meeting were:

Stephen DallaBetta	Board Member
Drew Bixby	Board Member
Jake Gilmore	Board Member
Kayla McGannon	Board Member
Justin McMorrow	Board Member
Tim Sznewajs	Board Member
Erin Quigley	External Principal Candidate

Board Member, Stephen Dalla Betta, called the meeting to order.

- I. Welcome and Introductions – Kayla McGannon  
Joining the meeting today: Maya Lagana (DPS), and Angie McPhaul (DPS)
  - a. Approval of previous meeting minutes
    - i. A motion was made to approve the prior meeting minutes. The Board on a voice vote approved the minutes unanimously.
- II. Denver Public Schools Charter Renewal Board Interview
  - a. Angie and Maya asked a series of questions of the board ranging from executive director oversight, board interactions and expectations, academic performance and growth gaps.
- III. Executive Director Report – Erin Quigley  
Erin and Nicole provided an update on the start of the school year, current assessment of the challenges and opportunities ahead for the school and the current staff culture. The Board asked questions of Nicole and Erin on the status of enrollment projections, teacher retention and financial needs. Erin indicated that there had been unexpected staff exits close to the beginning of the year that have created challenges. The Board helped to strategize on what to do moving forward and potential options. Additionally, Erin noted some needs in the athletic arena. The Board committed to helping on that front and asked for more information on when they can engage and be helpful on a financial level.
  - a. Current Assessment and near-term plans
  - b. Academic program enhancements
  - c. Team morale
- IV. Financial Update – Steve Dalla Betta  
Steve provided an update on the FY 2015 review and update on the 2016 forecast. The enrollment numbers shifted, per Erin’s new information, Steve committed to send an updated spreadsheet following the meeting. The Board asked questions regarding the impact of last school year’s costs in dealing with the transition, spending on athletics and reserves.
  - a. Enrollment Update
  - b. FY 2015 Review for MS and HS
  - c. Update on FY 2016 forecast
- V. Board Governance – Kayla McGannon  
Kayla provided an overview of the Venture Prep bylaws. The bylaws have not been updated since the initial charter was signed. The Board discussed putting terms in place for board members and officer roles. Kayla shared with the Board that after more than two years she would like to step down from the Board role while staying as engaged as possible as however helpful with the new Chair. She will be staying on the Board but felt it was time to give

another person the opportunity to be Chair. The Board discussed the importance of the Treasurer and Secretary role. The Board decided to spend the next month thinking about officer roles and who would be interested in each role and come back at the October meeting for elections. The Board discussed adding in formal roles of Vice Chair and Past Chair in addition to the roles in the bylaws: Chair, Treasurer and Secretary.

- a. Terms
- b. Officers
- c. Committees
  - i. Finance
  - ii. Marketing
  - iii. School Accountability – Select permanent members for the year
    - 1. The Board will discuss the permanent board members at the next meeting along with the officer selection.
- d. Board expansion and long term goal for membership – Parent members, legal expertise, etc.
  - i. The entire Board feels strongly that there must be at least one parent Board member. Erin and Drew both committed to working to identify a couple parents who would be interested in this opportunity and would have the time to commit.

VI. Next Steps

VII. Public Comment

VIII. Adjourn

- a. Kayla formally adjourned the board meeting.

IN WITNESS WHEREOF, these Minutes are effective as of the date set forth above and adopted as of \_\_\_\_\_ 2015.

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Kayla McGannon, Board Chair Venture Prep