COLORADO MILITARY ACADEMY

BOARD MEETING MINUTES

360 COMMAND VIEW, COLORADO SPRINGS, CO, 80915

NOVEMBER 10, 2020

Certification of Call: Meeting of the Colorado Military Academy Board of Directors was called for November 10, 2020, at 4:00 PM. The call of the Board was made via electronic e-mail and by physically posting a notice at Colorado Military Academy at least 24 hours in advance of the meeting.

I. CMA Board Action Officer, Mark Hyatt, called the meeting to order at 4:00 PM. Roll call was confirmed. Board members in attendance via Zoom video were Eric Tucker, Doug Murray, Randy Cubero and Robert Applegate. Others in attendance via Zoom were CMA Chief Financial Officer, Doug Hering, CMA Dean of Instruction, Linda Stahnke, CMA Dean of Students, Mark Gleason, CMA Commandant, Nicole Roberts, CSI Consultant, John Brendza and CMA Recording Secretary, Linda Vola, were present.

II. Approval of Agenda of November 10, 2020. Motion was made by Cubero/Second by Tucker to approve Agenda. Resolved, the Motion to approve the Agenda was adopted 4-0.

III. Approval of Minutes of October 13, 2020. Motion was made by Applegate/Second by Cubero to approve the Minutes of the October 13, 2020 meeting. Resolved, the motion to approve the minutes of the October 13, 2020, meeting was adopted 4-0.

IV. Public Comments. None

V. Board Work Session Items.

 a. Update from the Dean of Instruction, Linda Stahnke.

i. Discussion of Covid cases at CMA. 9th grade student who tested positive has been home since October 28th. This student was in a class that had mixed grades. CMA quarantined all of secondary students and teachers. These students and teachers will be quarantined until Monday November 16th . A cleaning company came in to disinfect the entire second floor of classrooms. Once disinfected the area has to sit for 3 days until people can return. Teachers are doing remote online learning. During Thanksgiving break CMA will do all the elementary classes to get a clean slate for all students and teachers.

ii. Discussion of Career Day. CMA has received a good response for volunteers to come and speak to students at Career Day. It will work well to have Career Day and Concurrent Enrollment working together.

iii. Discussion of new website. CMA’s IT department is working on getting the new website to roll out by end of December. Hopefully by the first of the year the website can be shared with the Board.

b. Update from the Commandant, Colonel Nicole Roberts via Mark Hyatt.

i. Discussion of CAP. CAP had Camp Curry last weekend, 60 students masked up and followed restrictions for Covid. The CAP kids had a great time and accomplished a lot. Promoted 25 kids with the camp. CMA needs to come up with a plan for 9th grade and older cadets that are not keeping up grades and requirements to be in CAP.

ii. Discussion of Flying. Since the last Board meeting there have been many CMA Students flying and now helicopter flights are being offered. 48 seats from December 15th till Christmas. This will be a short flight up to Garden of the Gods and over downtown Colorado Springs.

c. Update from the Dean of Students, Mark Gleason.

i. Discussion of cadets. Things going well. CMA did have a theft of a cellphone; thanks to cameras, we solved the case. The cadets had an alcohol incident of gummy bears soaked in vodka. Also a young lady who made a verbal threat to a teacher and was sent home. 99% of the kids are doing great things. Respect amongst the students is great. Paying more attention to attendance and focusing on students who are habitually late. CMA sent a letter home to the family regarding these issues. CMA reports any behavior issues to CSI. There is a discipline plan put in place in the parent handbook.

d. Update from the Board Action Officer, Mark Hyatt.

i. Discussion of Facilities. The cleaning company CMA had was let go and the new janitor that was hired left CMA. Currently CMA is looking for a good cleaning crew.

ii. Discussion of students’ illness. Last year CMA had 10% of the students out with the flu. Right now flu is at 5% and the good news this is CMA’s second Covid case.

iii. Discussion of Orton. Orton has been going well. A few issues were talked through and figured out how to handle issues. Orton is asking for a second year and CMA will give then an answer in January.

e. Update from the Chief Financial Officer, Doug Hering.

i. Discussion of YTD spending. Financial spending YTD is on track. CMA has had nothing crazy happen to change this status so that is good. CMA is on budget to break even by the end of the year. CMA projected 590 students and ended up with 645 and this is good news. May have a few changes to the revised budget but should be good and end the year with $725k fund balance. $50k contingency so it will actually be $775k. Advised budget will need to be approved by the end of January. CMA has extra expenses due to high need students. The amount of time for CMA SpEd team is growing to take care of these students.

VI. Finance Committee Report.

 a. Discussion of Finance Report. PPR will be forgiven and CMA meets the criteria needed but cannot complete that until December 14th. CMA had a few staffing issues but nothing too serious so no changes there. Huge increase in CMA enrollment even though CMA had many families that left the school at the end of the last year. We are up to 135 compared to last year. CMA is getting another grant of $20k from CSI for technology. Governor Polis came out with a budget request for next fiscal year with 13% increase.

 Motion was made by Tucker/Second by Cubero to approve the Finance Committee Report. Resolved, the Motion to approve the monthly report for 2020-21 was adopted 4-0.

VII. Action Items.

 a. The approval of Revision of Employee Handbook. Motion was made by Tucker /Second by Murray to approve Revision of Employee Handbook. Resolved, the motion to approve the Revision of Employee Handbook was adopted 4-0.

 b. The approval of the revision of Enrollment Policy. Motion was made by Tucker/Second by Applegate to approve revision of Enrollment Policy. Resolved, the motion to approve the Enrollment Policy was adopted 4-0.

 c. The approval of Title IX. Motion was made by Tucker/Second by Applegate to approve the framework of Title IX. Resolved, the motion to approve the framework of Title IX was adopted 4-0.

VIII. Professional Development with John Brendza.

 a. Discussion of Enrollment. It is good to review a child’s record before enrollment to see if the student has minor infractions. Be sure CMA discusses with parents the discipline code and rules the students will be required to follow.

 b. Discussion of Discipline Code. Mr. Brendza shared with the board information regarding the difference between expulsion and suspension. School Law section 22-33-105 states that suspension, expulsion Colorado State Statute allows the person of the board to delegate actions to an administrator of said school. CMA can suspend not more than 5 days unless extreme reasons. For a child that is a repeat offender, CMA has the ability to suspend an additional 5 days within that year. Suspension piece, the admin responsible can suspend up to 10 days and up to 15 days pending an expulsion hearing. Expulsion cannot exceed 25 days in one year. Then in writing notify the parents that the child is being expelled. Send the discipline policy to parents, make them sign it they understand and return to the school.

 c. Discussion of Financial Report. CMA is doing well to pay attention to the final budget. Schools need to anticipate additional cuts to public school funding in 2021-2022. Possibility there may be an additional 7% increase to cuts. Create reports for 3%, 5% and 7% cuts to know where CMA will stand in the future. Suggestion to sanction a finance committee, most schools do not.

IX Executive Session: No executive session.

X. Other Business

a. Next Board Meeting December 15, 2020 4:00 PM to 6:00 PM at CMA or via electronic zoom meeting invitation.

XI. Adjourn. The Agenda items having been covered and no further items having been brought forward for consideration, a Motion was made by Tucker /Second by Cubero to adjourn. Resolved, the Motion to adjourn was adopted 4-0. The meeting was adjourned at 6:00 PM.

/s/ Robert Applegate, Ph.D., Secretary/Treasurer