

Colorado Military Academy  
Regular meeting of the Board of Directors Minutes  
**September 19, 2023, 4:00 pm-6:00 pm**

- I. 4:09 PM Call to order
  - a. Pledge of Allegiance
  - b. Roll Call
    - Robert: 1
    - Mark: 1
    - Cindy: 1
    - Doug: 1
    - Chris: 1
- II. 4:11 PM Approval of Minutes
  - Motion: Chris
  - Second: Mark
  - **No discussion**
  - Motion passes: 5-0
- III. 4:16 PM Charter School Institute Charter Renewal Presentation (Ryan Marks)
- IV. 4:30 PM Monitoring Responsibilities – (Franko)
  - a. Protect Policy – Financial Conditions and Activities/Internal
    - Motion to accept: Chris
    - Second: Mark
    - **No discussion**
    - Vote: Yay – 4, Nay – 0
  - b. Protect Policy – Treatment of Staff and Volunteers
    - Motion to accept: Robert
    - Second: Mark
    - **No discussion**
    - Vote: Yay – 4, Nay – 0
- V. 4:39 PM Board Action Items
  - a. Interim Executive Director Appointment
    - Recommendation: Nicole Roberts to be appointed in this role
    - Motion to accept: Chris
    - Second: Cindy
    - **Discussion:** Timeframe for this appointment. Current timeframe is noted as “until further notice.”
    - Vote: Yay – 4, Nay – 0
  - b. Acceptance of Financial Policy as presented
    - Motion to accept: Mark
    - Second: Chris
    - **Discussion:** Changes were replacing the term “Principal” with “Executive Director”
    - Vote: Yay – 4, Nay – 0
  - c. Parent/Student Handbook Revision
    - Motion to accept, subject to revision on updated leadership staff: Chris
    - Second: Cindy
    - **Discussion:** Handbook still has Cynthia noted as the current principal. Handbook was initially presented over the summer, only changes made were to the pick-up plan. Handbook was reviewed at a previous meeting, but no vote was taken due to the item being left out of the Board Packet.

- Vote: Yay – 4, Nay – 0

VI. 4:48 PM Executive Director Report – (Franko/Roberts)

Academic

- School Performance Framework (SPF) review
- Progress in carrying out UIP
- Update on Fall interim assessment results
- School accountability committee update

Enrollment

- Student Demographics Overview
- Enrollment Update
- Board support for student recruitment

Staffing

- Staff retention

Culture

- Participation in school events

VII. 5:18 PM Board Committee updates (Murray)

a. Executive Committee - (President)

b. Nominating Committee – (Vice President)

c. Audit Committee – (Treasurer)

i. Acceptance of the August Financial Report and Recommendation

- Motion: Cindy
- Second: Chris
- **Discussion results in additional motion**
- Vote: Yay – 4, Nay – 0

- Additional Motion: To move \$500,000 from our bank account into our CSAFE savings account

- Motion: Chris

- Second: Mark

- **Discussion:** CSAFE is an account meant for publicly held funds to accrue interest. We are regulated in how we can invest our funds and this is an acceptable option. Mark asks if there is no risk, why not move \$1,000,000 instead of \$500,000. Courtney says that the funds are on a 2 week delay so if funds are needed from the operational account, they are not readily available. Current operational account is the only one CMA has.

- Vote: Yay – 4, Nay – 0

VIII. 5:40 PM Board Responsibilities

a. Review of Governance Policy – Protect

b. Review Annual Nondiscrimination Training

IX. 5:45 PM Board Advocacy Reports and Scheduling

- Chris asks Mark for an update from the lawyers; no update. Executive Session proposed for the next meeting to discuss updates in more detail.
- Andy asks the Board to arrive at CMA at 11:50 am on 9/20 for the CSI Site Visit. Doug and Cindy will be attending.

X. 6:00 PM Adjournment

- Motion to adjourn: Robert
- Second: Mark
- **No discussion**
- Vote: Yay – 4, Nay – 0

