

# STONE CREEK CHARTER

GO BOLDLY

**Stone Creek Charter School**  
**Agenda: Board of Directors Meeting**  
**Tuesday October 11, 2011, 6PM, Lower Level Gracious Savior Church**  
**375 Yoder Ave, Avon, CO**

Call to Order:

Roll Call and verification of a quorum:

Revisions and Approval of Agenda:

Approval prior minutes: Minutes of September 13 meeting

**PARENT & PUBLIC INPUT:** Input on topics of general interest that are not an agenda item are accepted at this time. The Board President will allow 3 minutes per person unless otherwise stated. Questions and input on specific agenda topics may be submitted using forms available at the meeting. Please use a form to indicate both written and verbal input. The President may permit discussion of any topic raised.

**RESOLUTIONS:** Resolution 2011, Number 14; approval of 2011 BOD election results and election of BOD officers of President, VP, Treasurer and Secretary.

## **DISCUSSION ITEMS**

### **Administrative Reports/Updates as needed and available:**

Management/Headmaster Report (K-8):

Committee Reports/Updates:

Human Resources:

Teacher Rep Update:

Finance (LW):

    Financial Statements:

        P&L

        Cash Flow

    Operational Donation 2011 School Year

    Capital Campaign:

    Kinder Fees

Technology :

Accountability (KE):

# STONE CREEK CHARTER

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Facility (RW):

Governance (RW): (items other than Resolutions)

PTO:

Stone Creek Educational Fund (JS):

## **New Business:**

1. 2011-12 Budget issues, options and revisions necessitated by reduced enrollment versus prior year and plan. See attached summary and options. Output of this section will be direction for a revised budget and operating plan for the rest of the current school year; final review and approval at November meeting.
2. "Future School:" BOD President Wolfe Presents the attached concept for discussion and asks for one or two other BOD members to join with him forming a team to develop and explore the concept further.
3. Proposed BOD Committees for discussion. If we move forward on these (list attached), each will require, per the Bylaws, a Board approved defined role and responsibilities including reporting to the Board. Prior Board actions are in the attached:
  - a. Resolution 2009, Number 20, established and defined the "Ways and Means" committee later renamed "Finance." Also established was a "Board – Administration Liaison" committee that was informally agreed to be the role of President and VP.
  - b. Resolution 2009, Number 24, renamed and restructured the "Finance" committee.
  - c. Resolution 2009, Number 25, established and defined the "Accountability" Committee.
  - d. Resolution 2009, Number 26, appointed members to the committees. There has been no updating since then.

Each Board member should take leadership of at least one committee and refocus our energy and direction from survival and facilities back to our core mission of education and character development of our students.

The output of this section will be a list of agreed-to committees, leadership assignments and the charge to leaders to draft the committee definition and proposed membership prior and for approval at the next BOD meeting.

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**EXECUTIVE SESSION:**

**Next BOD meeting:** November 8, 2011

**ADJOURNMENT:**

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**Stone Creek Charter School  
Minutes: Board of Directors Meeting  
Tuesday, September 13, 2011  
Gracious Savior Lutheran Church, Lower Level Meeting Room**

**DISCUSSION ITEMS:**

Called meeting to order at 6:05PM

Present: MF, EL, MR, RW, JG, MS, LW

Absent: KE, MW

Revisions and Approval of Agenda: Approval of revised 2011-2012 school calendar

Approval prior minutes: August 2, 2011 approved by MR and MF

Headmaster Report: See Headmaster's attachment

Committee Reports/Updates:

Human Resources: N/A

Teacher Rep Update: N/A

Other: MS will lead the grant efforts with some other parents from SCCS. Contact Anne Marconi to see if available to assist with this effort.

Finance: N/A

Cash Flow: N/A

Financial Statements: N/A

Operational Donation 2011 – 2012 School Year Plan: N/A

Fund Development: N/A

Technology: N/A

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Relocation: (RW) 1) Wells Fargo agreed to sell buildings for \$100,000. 2) CSI approved a \$100,000 interest free loan 3) CSDC has roughed out a plan to lease purchase the land 4) County has agreed to differ work without collateralization, which reduces the upfront costs by \$400-500,000 5) Town of Avon- leave buildings where they are until next spring and let them use them 6) Spoke to other building contractors to see if we can get the cost of project down.

Governance: all items are Resolutions

PTO: MF and MS attended PTO meeting. They will be the liaison between the board and PTO. Worked on scheduling fund raisers for SCCS.

New Business: Approved the revised 2011-2012 calendar.

**RESOLUTIONS:** Resolution 2011, Number 13, passes.

**Next BOD meeting:** October 5, 2011 at 6pm

**ADJOURNMENT:** 7:15pm

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Marisa Schifanelli, Secretary

**STONE CREEK CHARTER SCHOOL**

**RESOLUTION OF THE BOARD OF DIRECTORS**

RESOLUTION: 2011, Number 14

DATE INTRODUCED & ACTED UPON: October 11, 2011

MOTION: I move to appoint to the Board of directors Eric Lyon, Mike Rindone and Kevin Kromer, each for a three year term ending in 2014, the three candidates of 2011 uncontested election. Also to elect:

\_\_\_\_\_, President, \_\_\_\_\_ Vice President

\_\_\_\_\_, Secretary, \_\_\_\_\_ Treasurer

MOTION TO APPROVE MADE BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

ROLL CALL VOTE:

	<u>ABSENT</u>	<u>YES</u>	<u>NO</u>
Karen Eyrich	_____	_____	_____
Mitzi Forrester	_____	_____	_____
John Goldstein	_____	_____	_____
Eric Lyon	_____	_____	_____
Mike Rindone, Vice Pres.	_____	_____	_____
Marissa Schifanelli, Sec'y	_____	_____	_____
Lorraine Wachendorfer	_____	_____	_____
Mark Wilson, Treasurer	_____	_____	_____
Ron Wolfe, President	_____	_____	_____

On a vote of \_\_\_\_\_ to \_\_\_\_\_, this Resolution \_\_\_\_\_

Certified by Marisa Schifanelli, Secretary: \_\_\_\_\_;

Date: \_\_\_\_\_

**Budget PPOR Revenue**

	Original Budget	Actual Funding	Shortfall to Budget
Headcount	-	138	
Funded Pupil Count	205.49	130.86	(74.6)
PPOR (Net)	6,444	6,444	
Annual Funding	<u>1,324</u>	<u>843</u>	<u>(481)</u>
Monthly Funding	110	70	(40)

**PPOR Payments**

Month	Amt	# Mos	Total
Jul - Nov	110	5	552 Monthly Funding
December	70	1	70 # Months Overfunded: 5
Overfunded	(40)	5	(200) This will be deducted from our
Jan - Jun	70	6	422 December Payment
<b>Total PPOR for the Year</b>			<u><b>843</b></u>

**Contributed Revenue**

Kinder Fees	73.5	59.5	(14)
Material Fees	58.5	41.6	(17)
Operational Donation	60	28.4	(32)
State At Risk Funding	12.1	12.1	0
<b>Total Contributed Revenue</b>	<u>204.1</u>	<u>141.6</u>	<u>(62.5)</u>

**Total Revenue** 1,528 985 (543)

(Note..Operational Donations are below the expense line, but demonstrated here as income)

**How Do We Cover This?**

Cut Costs? Raise Money?

**Revenue Shortfall: \$543,000**

**Cuts we have made in Spending Plan due to Enrollment Reduction (Fixed Costs)**

	Original Budget	Revised Budget	Change in Planned Spending
Building and Land	377.3	155.4	(221.9) Eliminate Wells Fargo Payments / No Debt Service on CDSC Loan
Purchased Services	57.3	69.9	12.7 Increase Due to Higher Marketing, Power School and Moving Expenses
Supplies and Materials	122.0	80.5	(41.5) Mainly Elimination of Textbooks and Classroom Equip Purchase
Other Expenses	20.0	35.4	15.4 Category Move of Credit Card Fees and Liab. Insurance, Addition of Van Insurance
<b>Total Fixed Cost</b>	<u>576.6</u>	<u>341.2</u>	<u>(235.3)</u> This is Bare Bones, and May NOT be Achievable

<b>Gap</b>	<b>543</b>
<b>Fixed Cost Reduction</b>	<u><b>(235)</b></u>
<b>Remaining Gap</b>	<u><b>308</b></u>

**Payroll (Instructional Expenses)**

Current Revenue Projection	843
80% of Revenue	<u>674.4</u>

	Original Budget	Revised Budget	Change in Planned Spending
Salaries and Benefits	1008.9	863.3	145.2
Substitute Teachers and Teacher Development	27.0	27.0	0.0
<b>Total</b>	<u>1035.9</u>	<u>890.3</u>	<u>145.2</u>

**Savings Presume Cutting at 9/30/11**

	Salary Expense Balance of Year	Per Pay Period
Cancel Art	(41,552)	2,942
Cancel Music	(49,128)	2,656
Remove Admin	(30,245)	1,635
Cut HM to .8	(24,235)	1,310
<b>Total Cuts</b>	<u>(145,160)</u>	<u>8,543</u>

**The Payroll Picture**

Year to Date Payroll Expenses	281
Payroll for Balance of Year	660 Estimate of Timing
<b>Total Expected Payroll</b>	<u><b>941</b></u>

Prior Year	104 (Teacher Contracts that ran 8/10 - 8/11 for Teachers no longer with us)
Current Staff	177
<b>Total</b>	<u><b>281</b></u>

**Additional Funding Opportunities**

Savings Account Balance	87
Tabor Reserve	6/30/11 50
Unrestricted Funds in Savings	<u>37</u>

**Tabor Analysis - Projected**

Budget	843
3% Tabor Reserve Require	6/30/12 25
Tabor "Draw Down	<u>11</u>

<b>Total Available from Savings:</b>	<b>48</b>
<b>Educational Fund and Contributions</b>	<u><b>30</b></u>
<b>Amount we can Cover</b>	<u><u><b>78</b></u></u>

Stone Creek Educational Fund	30	Estimate from Jim Skidmore
PTO Funds?	?	
Fundraising?	?	
100% Operational Donation	100	This Requires 100% Family Participation
100 % Material Fee Collection	8	This Requires 100% Family Participation

**Summary**

<b>Revenue Shortfall</b>	<b>543,000</b>
<b>Fixed Cost Expenditure Cuts</b>	<u><b>(235,000)</b></u>
<b>Payroll Cuts</b>	<u><b>(145,000)</b></u>
<b>Savings Drawdown</b>	<u><b>(37,000)</b></u>
<b>Educational Fund</b>	<u><b>(30,000)</b></u>
<b>Gap we Must Fill</b>	<u><u><b>96,000</b></u></u>

## **SCCS "Future School" Concept**

To The Board:

In addition to solving the current-year budget problem, we need a new concept for the school with superior marketability. Our competitive climate includes a fairly good District, new District facilities, a District Charter School that is about to build a new facility and which has expanded enrollment, several private religious schools and a successful, but expensive, secular private school. How do we compete in this environment made even more challenging by middle-class economic stress? Can we create a new model for a K-8 school that is superior in content and performance, that better meets family school-day needs, that is affordable delivering good value for money and which financially sustainable? Doing more of the same and just surviving is not going to work...in my opinion. Rather we should work in a more radically innovative way and create a Stone Creek "Future School" for 2012-13.

I propose an intense effort to "recreate" our school along the lines of the attached concept...a public-private hybrid using the best current educational practices, small, effective and affordable to a population sufficient to make it sustainable.

Ron Wolfe  
10/7/2011

## SCCS "FUTURE SCHOOL" PROJECT

### **STONE CREEK ACADEMY**

2012-13 SCHOOL YEAR

PUBLIC-PRIVATE JOINT VENTURE

EXPANDED SCHOOL DAY AND YEAR, BROADER AND DEEPER EDUCATIONAL CONTENT, SUPERIOR PERFORMANCE

NEW SCCS FACILITY; LEASE TO SCI

### **STONE CREEK CHARTER SCHOOL**

- Current non-profit corporation
- CSI Charter School
- Limited to State mandated and accountable content
- Funded solely by State PPR, K fees, materials fee, grants and gifts
- Expanded School Year: Early start; refreshers for CSAP's; later close; more content
- School Day: 8AM-2PM +/-
- No Homework
- Small classes and total enrollment

### **STONE CREEK INSTITUTE**

- New & separate non-profit corporation
- Private School: Provides expanded, enriched and intensified curriculum
- Subject matter: music, art, language, advanced math, science, physics and mechanics; field trips, athletics
- Funded solely by annual tuition for the school year, grants and gifts. Summer sessions at additional tuition
- Expanded School Year: same as SCCS plus available summer sessions
- School Day: 2PM-5:30PM +/-
- No Homework
- Small classes and total enrollment
- Enhanced teacher compensation and opportunity

## PROPOSED BOD COMMITTEES

Accountability (required and existing)

Finance (existing; includes budget, insurance and fees/operational donations)

Admissions and Re-enrollment

Facility

Marketing (includes PR and community relations)

Curriculum

Fundraising (includes grants)

Strategic Planning (includes after school, summer, extended hours)

**STONE CREEK CHARTER SCHOOL**

**RESOLUTION OF THE BOARD OF DIRECTORS**

RESOLUTION: 2009, Number 20

DATE INTRODUCED & ACTED UPON: October 6, 2009

MOTION:

I move to approve the establishment of the Ways & Means and the Board-Administration Liaison Committees as described in the attachment.

MOTION TO APPROVE MADE BY: MOLINA

SECONDED BY: GOLDSTEIN

ROLL CALL VOTE:

	<u>ABSENT</u>	<u>YES</u>	<u>NO</u>
Russell Molina		X	
Mike Rindone, President	X		
Dave Petrowski		X	
<u>CARTY</u>	X		
<u>COHEN</u>		X	
Eric Lyon		X	
John Goldstein		X	
Ron Wolfe		X	
<u>EYRICH</u>		X	

On a vote of 7 to 0, this Resolution PASSES

Certified by Russell Molina, Acting Secretary: ;

Date: OCT 6, 2009

ATTACHMENT TO RESOLUTION 2009, NUMBER 20

Pursuant to SCCS Bylaws, "Article III Board of Directors, Section 14: Committees," the following committees are established by the Board of Directors with the membership, authorities and responsibilities indicated:

Ways and Means Committee: Shall consist of two (2) members of the BOD, two (2) non-BOD parents and the Headmaster who shall not vote on any matter. Members of the Committee shall be appointed, from among volunteers, by a majority vote of the BOD. Members shall sit on the Committee until removed by majority vote of the BOD or until resignation. The Committee shall elect a Chairperson and any other positions it deems necessary. The Committee shall make recommendations regarding sources of revenue, operating efficiencies and cost reductions for the school. Reports to the BOD shall be made at least Quarterly.

Board – Administration Liaison Committee: Shall consist of two (2) members of the BOD appointed by and from among BOD member volunteers by a majority vote of the BOD. The Committee need not appoint a Chairperson but may do so at its discretion. The Committee shall act as the primary and day-to-day point of contact between the Headmaster and the BOD, shall provide the Headmaster with all relevant budget, policy and other information and shall receive comparable input from the Headmaster. The Committee shall exercise no authority, control or decision-making powers reserved to the full BOD.

Secretary: 

**STONE CREEK CHARTER SCHOOL**

**RESOLUTION OF THE BOARD OF DIRECTORS**

RESOLUTION: 2009, Number 24

DATE INTRODUCED & ACTED UPON: December 1, 2009

MOTION:

I move to approve the restructuring and renaming of the Ways & Means Committee to the Finance Committee.

MOTION TO APPROVE MADE BY: GOLDSTEIN

SECONDED BY: MOLINA

ROLL CALL VOTE:

	<u>ABSENT</u>	<u>YES</u>	<u>NO</u>
Russell Molina	_____	<u>X</u>	_____
Mike Rindone, President	_____	<u>X</u>	_____
Dave Petrowski	_____	<u>X</u>	_____
Karen Eyrich	_____	<u>X</u>	_____
Rachael Cohen	_____	<u>X</u>	_____
Eric Lyon	<u>X</u>	_____	_____
John Goldstein	_____	<u>X</u>	_____
Ron Wolfe	_____	<u>X</u>	_____
Bill Carty	_____	<u>X</u>	_____

On a vote of 8 to 0, this Resolution PASSES

Certified by Ron Wolfe, Secretary: R Wolfe;

Date: DEC 1, 2009

ATTACHMENT TO RESOLUTION 2009, NUMBER 24

Pursuant to SCCS Bylaws, "Article III Board of Directors, Section 14: Committees," the following committees are established by the Board of Directors with the membership, authorities and responsibilities indicated:

Finance Committee: Shall consist of two (2) members of the BOD, one of whom shall be the Treasurer, (2) two teachers, two (2) non-BOD parents and the Headmaster who shall not vote on any matter. Members of the Committee shall be appointed, from among volunteers, by a majority vote of the BOD. Members shall sit on the Committee until removed by majority vote of the BOD or until resignation. The Committee Chairperson shall be the Treasurer and the Committee may elect any other positions it deems necessary. The Committee shall make recommendations regarding sources of revenue, operating efficiencies and cost reductions for the school. Reports to the BOD shall be made at least Quarterly.

Secretary: RC Wolfe 12/1/2009

**STONE CREEK CHARTER SCHOOL**

**RESOLUTION OF THE BOARD OF DIRECTORS**

RESOLUTION: 2009, Number 25

DATE INTRODUCED & ACTED UPON: December 1, 2009

MOTION:

I move to approve the establishment and definition of the Accountability Committee as described in the attachment.

MOTION TO APPROVE MADE BY: MOLINA

SECONDED BY: GOLDSTEIN

ROLL CALL VOTE:

	<u>ABSENT</u>	<u>YES</u>	<u>NO</u>
Bill Carty	_____	<u>X</u>	_____
Rachael Cohen	_____	<u>X</u>	_____
Karen Eyrich	_____	<u>X</u>	_____
John Goldstein, VP	_____	<u>X</u>	_____
Eric Lyon	<u>X</u>	_____	_____
Russell Molina, Treas.	_____	<u>X</u>	_____
Dave Petrowski	_____	<u>X</u>	_____
Mike Rindone, President	_____	<u>X</u>	_____
Ron Wolfe, Secretary	_____	<u>X</u>	_____

On a vote of 8 to 0, this Resolution PASSES

Certified by Ron Wolfe, Secretary: R Wolfe;

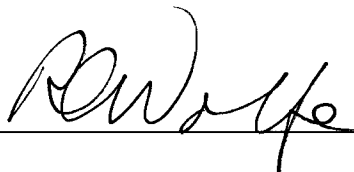
Date: DEC 1, 2009

ATTACHMENT TO RESOLUTION 2009, NUMBER 25

Pursuant to SCCS Bylaws, "Article III Board of Directors, Section 14: Committees," the following committees are established by the Board of Directors with the membership, authorities and responsibilities indicated:

Accountability Committee: Shall consist of one (1) member of the BOD who shall serve as Chairperson, (2) two teachers, two (2) non-BOD parents and the Headmaster who shall not vote on any matter. Members of the Committee shall be appointed, from among volunteers, by a majority vote of the BOD. Members shall sit on the Committee until removed by majority vote of the BOD or until resignation. The Committee may elect any other positions it deems necessary. The Committee shall be responsible for the assessment of SCCS against goals, objectives and obligations contained in our Charter School Application, our Contract and our School Improvement Plan and the creation and maintenance of the School Improvement plan. All available testing data, other information and parent and student inputs shall be used. The scope of assessment and planning shall be limited to academic achievement, enrichment and expansion of the SCCS curriculum and the achievement of a diverse student body appropriately representative of the community from which SCCS may attract students. The Committee shall present a School Improvement Plan at least annually and shall report at least quarterly, both to the BOD.

Secretary: \_\_\_\_\_

 12/1/2009

**STONE CREEK CHARTER SCHOOL**

**RESOLUTION OF THE BOARD OF DIRECTORS**

RESOLUTION: 2009, Number 26

DATE INTRODUCED & ACTED UPON: December 1, 2009 Tabled;  
Reintroduced January 5, 2010 Tabled; Reintroduced February 3, 2010

MOTION:

I move to approve appointments to committees as follows:

FINANCE COMMITTEE: **Molina** (Chairperson), CARTY (BOD #2),  
MUNAW (T#1), LIPMAN (T#2), **J. Apps** (non-BOD P#1),  
MCCABE (non-BOD P#2), **Brendza** (non-voting).

ACCOUNTABILITY COMMITTEE: **Eyrich** (BOD & Chairperson),  
GUTMANN (T#1), HORTON (T#2), KEITH  
(non-BOD, P#1), MACTAGGART (non-BOD, P#2), **Brendza** (non-  
voting).

MOTION TO APPROVE MADE BY: MOLINA

SECONDED BY: GOLDSTEIN / WOLFE

ROLL CALL VOTE:

	<u>ABSENT</u>	<u>YES</u>	<u>NO</u>
Bill Carty	_____	<u>X</u>	_____
Rachael Cohen	_____	<u>X</u>	_____
Karen Eyrich	_____	<u>X</u>	_____
John Goldstein, VP	_____	<u>X</u>	_____
Eric Lyon	_____	<u>X</u>	_____
Russell Molina, Treas.	_____	<u>X</u>	_____
Dave Petrowski	_____	<u>X</u>	_____
Mike Rindone, President	_____	<u>X</u>	_____
Ron Wolfe, Secretary	_____	<u>X</u>	_____

On a vote of 9 to 0, this Resolution PASSES

Certified by Ron Wolfe, Secretary: R.C. Wolfe

Date: 3 FEB 2010