**Facility Schools Board**

**Minutes of Meeting**

**November 10, 2022**

**Via Zoom**

**In attendance:**

Board Members Present: Mylynda Herrick, Sonjia Hunt, Elizabeth Lucier, Steven Ramirez, Carolena Steen, Laura Writebol, Betsy Peffer

Staff Present: Isabel Broer, Annie Haskins, Robin Singer, Judy Stirman, Ann Symalla, Darren Serrato, Lori Kochevar

Audience: Barb Taylor, Quixie Jenkins

**Meeting Commencement:**

A motion was made by Steven Ramirez and Sonjia Hunt and seconded by Laura Writebol to open board meeting.

**Approval of Minutes fo****r October 13:** A motion was made by Sonjia Hunt and seconded by Elizabeth Lucier toapprove the minutes with corrections of the October 13th meeting. Motion Passed.

**Approval of Agenda:** Correction to agenda by Judy Stirman: Welcomed and congratulated the newest board member Betsy Peffer. A motion was made by Laura Writebol and seconded by Elizabeth Lucier to approve the agenda of the October 13th meeting. Motion Passed.

**Facility Schools Office Update:**

* **Positives**-Judy expressed appreciation for board’s efforts. Supported by Steven who appreciated input from the community. Steven shared that his daughter Allie has been hired by human services as the state coordinator for signers.
* **CDE/Facility Internal Updates** – Judy Stirman: Technical difficulties with today’s SBE meeting, public comments were not presented in the meeting this morning.
	+ - Welcomed Betsy to board
		- Elizabeth, Betsy, and Mylynda need board notebooks
		- Updates from state board meeting
		- Facility school board seat was accepted
		- Tuition cost went through. New rates will be posted shortly.
		- Letter was included in board docs.
		- Social studies standards took up public comment time at board meeting
		- All board members received a copy
		- One board member would like to discuss this further at a state board meeting
		- Workgroup is primary focus right now
		- We have been working with several places to finish up their ESSER applications. We are down to 3 that still have work to do. Some sites declined funds. Supplemental funding has been distributed as well.
		- ESSU Spring Director meeting will be in person in the Spring. The focus is on behavior.
		- Judy has had 5 different people contact her to open a new facility school in the past week.

* **Data Management & Systems Support** – Judy/Annie/Lori: Lori and Annie have been a backup support for infinite campus system. Have implemented their strategy on being backups, put together some tools to help with any questions from the field that arise. Have been granted the ability to assist with support tickets which will help speed up the response time for help. Have attended IC super user meeting to gain more knowledge on the system.
	+ **I-Ready/Tuition Cost** – Lori Kochevar: Tuition cost was approved by state board recently; announcement to come soon. December staff has opened. Rates were approved by board. December staff opened on November 2. Collection looks at staff employed as of December 1. Data is collected for federal and state reporting. iReady support continues. The contract is up for renewal soon. October Count was also successfully completed.
	+ **Monitoring/Updates from the Field** – Robin Singer & Ann Symalla: Met with the little Out of District group, will be presenting for Courage to Risk conference, monitoring two schools since last meeting, schools are having trouble hiring new, qualified staff, Preparing for the annual report (December report). Part of the monitoring process, sign assurance, get licenses, school improvement plan which will be due on January 13.
* **IEP System Updates/ State Assessments –** Annie Haskins
	+ Has been working with Lori as backup support on Infinite Campus. They put together a dashboard last month to help support the field. They are now able to use support tickets for IC to get help for requests that are beyond their knowledge. This will be a big help in supporting people more quickly. We have been added to a distribution list for a meeting that includes the district. Working to amend the contract with IC to provide Lori and Annie training.
	+ State assessment kick off tomorrow. Trainings are being offered. There has been an increase in students who need Access assessment, 15 this year, 9 last year. Looking to see if sites need more support for English Language Learners.
	+ Schools are received training last month to do IEPs on IC. General feedback is that it’s better than state template, but not as good as Enrich. We are going to continue to explore other platforms for IEPs. Providing continued support to facilities. Caroleena has been a huge help. Reaching out to school districts to learn how they handle challenges.
* **Curriculum/Induction/OOD Consortium**-Judy- CDE currently in process of establishing rubrics for induction plans. Offering asynchronous workshops this fall, offering culturally linguistic workshops, Seven Mindsets will be hosting a Q&A, two hundred people registered for last Kaleidoscope Conference. Talks on dates for next year’s conference currently happening. No remote option for next Kaleidoscope Conference. Out of district consortium have asked about homebound guidance, any facility school who wants to receive emergency alerts should work with their local law enforcement agency.
* **New Program Support**- Darren- working on travel reimbursements from the Kaleidoscope Conference, all the paperwork for board meetings as well as directors’ meetings, form official functions to agendas and minutes, processing SOW’s (statement of work) for existing contracts, processing invoices, setting up meetings for the team and providing support in any areas the team might need help.
* **Update from Attorney General’s Office** – Isabel Broer- Control of State Board of Education will remain the same, there are now nine SBE members (two new members). Will return to their new board room. Board can submit any proposal that FS board might have for the joint budget committee, Amanda Bickel will be speaking to the Joint budget committee regarding work group recommendation. Board on standby to submit anything for state board until after meeting on the 21st.

**Facility Board letter to State Board and JBC-** Isabel/Board- Isabel submitted a letter of support for the SB-21-274 Workgroup Recommendations to the SBE on behalf of the Facility Schools Board.

**SB21-274 Workgroup Update** – Judy Stirman & Wendy Dunaway

* Workgroup Recommendations- Amanda Bickel to present current workgroup recommendation and finalizing numbers for report
* State Supplemental Funds
	+ There will not be a remote option for Kaleidoscope next year. Mixed reviews on whether to offer two separate days
	+ Out of district consortium-districts have asked about homebound guidance. Caroleena shared that there are state laws in this area. Betsy shared that there is a difference between homebound and home-based services. These services are being provided by the districts, not the facility schools. Clarify policy versus practice.
	+ If facility schools want to receive emergency alerts, they should work with their home school district.

**Strategic partners/Strategic plans:**

* Talked about bringing previous applicants in to help with the board. Judy reached out to the candidates, and they were interested in being strategic partners. Do we want to do this and how? We need to talk about the strategic plan in general. We started on the process with Randy, then he returned and COVID interrupted plans.
* We used Cheyenne Mountain’s plan as a guide previously.
* Cheyenne Mountain did their strategic plan internally. They started with teachers and support staff. Board was intermingled.
* Suggestions made to possibly involve stakeholders in development of strategic plan.
* We need to develop a list of what do you want to know before meeting with directors and teachers. What are needs, challenges, thoughts in the field? Needs to connect with the purpose of the board.
* Barb Taylor offered to help. Suggested questions to ask directors about curriculum, graduation requirements.
* Betsy Peffer suggested doing an electronic needs assessment first
* Suggested that a subcommittee be formed with Barb, a board member, and staff member
* Laura, Robin, Ann, Betsy, Mylynda, Caroleena, Barb will start the subcommittee.
* Ann and Robin presented a PowerPoint to review start of board in 2008 to now in terms of strategic plan
* Several shared that the board has accomplished a lot since its inception especially with graduation and curriculum. This has helped with academic and future success, especially since DHS closes cases at age 18 now, not 21. Laura shared this is huge for students in the Child Welfare system who learned that credits from facilities often didn’t transfer or weren’t tabulated.
* Ann will email the PowerPoint to the board. Members need to look at previous charges of the board. Ann and Robin will set up the subcommittee meeting before the next board meeting.

**December and January Meetings: S**teven Ramirez made motion to skip December meeting and reconvene in January. Seconded by Laura Writebol, motion passed. Board will not hold a December meeting but will hold the date for strategic planning discussions.

**Other Topics from the Board**

* Barb Taylor expanding her business and added a new member to her team Quixie.
* Judy mentioned five new potential sites contacted her interested in applying to be a facility school

**Opportunity for the Public to Address the Board**

* N/A

**Adjournment of Meeting:**

* Carolena Steen made a motion to adjourn the meeting and Sonjia Hunt seconded.
* Meeting adjourned at 1:32pm by Steven Ramirez.

**Next meeting** – January 2023