

**ORTON ACADEMY**  
**BOARD OF DIRECTORS MEETING**

**MINUTES - DRAFT**

August 1<sup>st</sup>, 2023

5:00 p.m.

5:00 Meeting Call to Order

- Welcome
- Roll Call/Introduction of Guests
  - Present: Anne Boris, Ted Harvey, Dan Snowberger
  - Guests: Cindy Kanuch, Anita Arnold, Shannon Gossard, Jane Cummings
- Approval of Minutes (July)
  - Motion to approve: Snowberger, Second: Harvey, all approved

5:05 Orton Academy Principal's Report – Cindy Kanuch

- Enrollment Update: Orton's current enrollment is 125 students. Cindy noted that although we lost a few students, we may gain some students at the beginning of school. Another information night is planned tonight. School starts August 17<sup>th</sup>.
- Staffing Update – Two new hires recently resigned, so those positions were reposted. Cindy and Anita interviewed for an elementary math teacher today. The Special Education teacher position was filled. They are still seeking an interventionist and CALTs. Cindy will work with Jane Cummings from Minga to do some outreach with CALTs living in the Colorado Springs area. Cindy is also exploring the ability to train interventionists to become CALTs.
- Grant updates: Daniels Fund will provide an update on the grant application status on August 14<sup>th</sup>. Anita and Cindy applied for Walmart Foundation Grant for Lexia. Orton is still seeking financial support for smart boards.
- Building update: new windows were installed except for Café/Gym and another office. This is a priority before students return to campus. Cindy will contact Ryan to ensure these are complete. The parking lot was resurfaced. No new information on lead testing, the school is awaiting new bottles for testing.

- Curriculum: ELA and Science curriculums through Wit and Wisdom curriculum were ordered and arrived. Cindy expressed enthusiasm for these new curriculums. Grades 2 and 6-8 will have curriculum through Core Knowledge.
- Upcoming Events – An information session for interested families is taking place today. Next week, instructional staff arrive. Several training courses are taking place next week. Instructional staff will do student assessments several days prior to school beginning. August 15<sup>th</sup> is Back to School night at 6pm, Board members are encouraged to attend.
- Anita provided an update about the Zearn program. The CDE is sponsoring programs to help close the gap in learning loss due to the pandemic. Orton is designated as an anchor school for the Zearn program, which is a supplement to the Eureka math curriculum. The online platform will provide reteaching for math concepts and provides a flexible way to reinforce curriculum lessons. The program, along with coaching and notebooks, is free with a 90 minute per week usage commitment.

#### 5:15 Finance Committee Update

- The committee reviewed the working budget which is balanced at the current enrollment of 125 students. New costs this year include full-time rental of the gymnasium as well as one classroom in the basement. If the budget allows, additional office space and the cafeteria will be rented as well.

#### 5:25 Grant Committee Update

- An update on the Daniels Fund grant will be provided to Orton on August 14<sup>th</sup>. Anita and Cindy have also applied for a Walmart Foundation grant. The grant committee will meet every month and is seeking parent involvement.

#### 5:30 SAC Update

- Alisa Morse was unable to attend but provided this update which was shared with the Board.
  - Next PROWL meeting is August 14 at 7pm via Zoom.
  - School Supplies: Information has been shared with families and the "sorting" is happening August 7 from 1-3.
  - We have requested student ambassador volunteers
  - Back to School Night:
  - We will be taking orders for more Orton Gear

- Mary and Chris (my husband) or I will be speaking to give some parent perspectives, especially regarding the chaos of the first quarter.
- Recruiting more parent volunteers
- Scheduling restaurant fundraisers and possible Fun Run
- Introduction to CDE's Family, School, and Community Partnerships framework and to begin the exploration process for improvement opportunities at Orton.

#### 5:35 MEG Update

- Andy Franko and Cindy continue to work on the D11 application and are on track to meet upcoming deadlines. The application will be reviewed by the board in approximately two weeks.
- The new Orton website has been launched. The board complimented the team on the excellent design and updates. A suggestion was made to provide a link to open job positions. The Parent Portal is still under construction but should be ready before school begins. Orton staff will be trained in how to use and update the website this week.
- Cindy, Anita, and Shannon discussed the need for Brenda and Anita to have access to a school debit card for incidental purchases if Cindy is not available. The purchase limit would be \$500, and Cindy is still responsible for approving all purchases.
  - Action Item: Approval of debit cards for incidental purchases with spending limit of \$500 for Anita and Brenda.

Motion: Snowberger, Second: Harvey. All approved.

#### 5:45 Public Comments

There were no public comments at this meeting.

#### 5:50 New Business

- The Orton Board is responsible for completing Cindy's end of year review. As part of this process, Cindy has completed her self-assessment. Dan will meet with the board in executive session to go over Cindy's review. Dan will also work with Cindy on setting up goals to begin the evaluation process for the upcoming year.

- Cindy has worked with MEG staff to update the Student and Employee Handbooks. These have been reviewed by the board. Shannon will provide updated language for the employee handbook. The handbooks will be linked to the Orton website.
- Anne reminded board members to send their bios and photos to Shannon for posting on the website. Board member resumes are needed for the D11 application. Anne will check with ER BOCES to see if Dan Snowberger is required to complete Board Governance training. Anne will send a new Conflict of Interest form to all board members for the upcoming year.

6:00 Meeting Adjourned