

**MINUTES OF THE MEETING OF  
LEMAN CLASSICAL SCHOOL  
A COLORADO NONPROFIT CORPORATION**

A meeting of the board of directors of Lemman Classical School was held on Tuesday, December 3, 2019 in the Lemman Academy of Excellence conference room. The meeting began at 6:10 p.m. Victoria Hostin presided at the meeting and noted that a quorum was present for the purpose of doing business; Greg Pritchard and Patrice Batchelor, and Susan McGinley were in attendance when the meeting started. Due to a communication error, Barry Arrington arrived at 6:30 p.m. Principal Jason Edwards, Faustus CEO, Katie Determan and Faustus Human Resources Manager, Julie Strzyzewski, also participated in the meeting.

There were no public comments.

The October 15, 2019 meeting minutes were provided in advance. Ms. Hostin motioned to pass the minutes without edits; MS. McGinley seconded. A vote was taken and by unanimous decision the following resolution was adopted: Bachelor – yes, McGinley – yes, Pritchard – yes Hostin - yes

APPROVED, the meeting minutes from the October 15, 2019 board of directors meeting.

Before giving the floor to Ms. Determan to present the mid-year adjusted budget, Ms. Hostin noted that the Finance Committee of the board met on November 21, 2019. The Finance Committee includes Dr Edwards, Principal; Ms. Batchelor, Treasurer of the LCS Board; Ms. Hostin, LCS Board President; Mr. Aaron Russell, Treasurer of the LCS Foundation; Ms. Shawna Sajdack, Treasurer of the PTO; Stacey Thomas, SAC President; and Ms. Determan, Faustus CEO.

Ms. Determan explained that revised budget reflects updated projected revenues due to student enrollment being higher than initially projected. Adjustments to expense line items include 1) employee benefits decreased reflecting actual participation rates, 2) interest expense updated to reflect actual interest per the Oct 1st bond, 3) special ed purchase service with DCSD was increased to \$450 from \$400. Budget priorities for the 20-21 school year include staffing increases commensurate with enrollment and teacher salary increases.

Ms. Hostin inquired if holiday bonuses are included into this budget, Ms. Determan replied affirmative. Ms. Hostin motioned to approve the revised 2019-2020 budget. Mr. Pritchard seconded the motion. A vote was taken: Bachelor – yes, McGinley – yes, Pritchard – yes Hostin – yes.

APPROVED, the revised 2019-2020 budget as presented.

Ms. Julie Strzyzewski, Human Resources Manager, presented proposed changes to the employee handbook. Discussion ensued regarding time off for administrative staff during the holidays and making sure that the benefits offered at Lemman Academy in Parker correlate and meet the benefits at both charter and neighborhood schools in Douglas

County. Ms. Strzyzewski indicated that there was a pilot program to address holiday time this year and briefly explained the use of paid time off for holiday leave. Mr. Arrington motioned to accept the changes as presented; Patrice Batchelor seconded the motion. A vote was taken: Arrington – Yes; Bachelor – yes, McGinley – yes, Pritchard – yes, Hostin – yes

APPROVED, the revised employee handbook as presented.

Dr. Edwards provided an overview of the Communication Pathways Policy Review that he and Mr. Arrington collaborated on. Ms. Batchelor asked how we communicate this to parents and staff. It was decided to make notice of the new policy in the Royal Review as well as the parent Facebook page. Ms. Hostin motioned to approve the Communication / Grievance Policy; Ms. McGinley seconded the motion. A vote was taken: Arrington – Yes; Bachelor – yes, McGinley – yes, Pritchard – yes, Hostin – yes

APPROVED, the Communication Pathway Policy as presented.

Ms. Hostin revisited the recent changes to the By-Laws as they relate to prospective board members. She suggested having more flexibility to account for prospective board members having experience on committees of the board, the LCS Foundation in addition to SAC. Discussion ensued. No vote was taken.

Ms. Hostin revisited dated for Board Training and provided an outline of the training curriculum. A final date will be set in collaboration with the Alliance of Douglas County Charter Schools.

New Business: Update from LCS Foundation Board Member, Greg Pritchard. Mr. Pritchard on funds raised to date and the success of Grandparents' Day.

At the close of the meeting, Ms. McGinley resigned from the LCS Board. Ms. McGinley was a founding board member and has been working since 2015 to help get the school established. The board thanked her for her work and gave appreciation for four years she has given.

***2020 Quarterly Meeting Schedule: January 14<sup>th</sup>, April 14<sup>th</sup>, July 14<sup>th</sup> and October 12<sup>th</sup>***