



K-12 PREPARATORY ACADEMY

**CHPA Board Meeting Minutes
Tuesday, March 5, 2024 – 5:45 P.M.
Community Conference Room**

Notice: THIS BOARD MEETING CAN BE ACCESSED LIVE AT www.chpa-k12.org

Present: Angela Giron, Nick Angiocchi, Steven Trujillo (remote), Matt Garcia, Cecilia Trujillo (remote), JoSeph Garcia (arrived at 6:01p.m.)

Ex-Officio Present: Rusty McBee, DPHH Teacher Representative; Felicia Johnson, CCA Teacher Representative, Alicia Figueroa, Student Representative; Cheryl Gomez, PCC Representative

Ex-Officio Members Absent: George Cruz, ECMS Representative (excused); Garrison Ortiz

Others Present: Shannon Behling, HR Director; Lorrie Marquez, Executive Assistant; Robin Archuleta, Enrollment/Marketing Director; Vicki Potter, Interim ECMS/DPHH Principal; Loretta Cruz, IT Director; Theresa Martinez, High School Counselor/Director Early College Program/K-12 Gifted and Talented Coordinator; Jessica Gonzales, HR Specialist; Brandon Franklin, DPHH Head Wrestling Coach, DPHH/ ECMS Community Liaison; Tom Weston, D60 Liaison; Richard Orona, Legal Counsel (arrived at 5:51p.m.)

Meeting Date: Tuesday, March 5, 2024

Recorded by: Lorrie Marquez

AN=Action Needed; AT=Action Taken; D=Discussion; I=Information Only; CR=Committee Referral

- 1. This regular meeting of the CHPA Board of Directors was called to order at 5:46 p.m. in the Community Meeting Room by President, Angela Giron.**
- 2. Pledge of Allegiance**
- 3. Roll Call of CHPA Board Members constituted a quorum.**
- 4. Roll Call CHPA Ex-Officio Members**
- 5. Recognition of State Championship Wrestler and Qualifiers**
 - I** President Giron congratulated the DPHH wrestling state champion Miguel Franco and state qualifiers AJ Jaramillo, Michael Gonzales, and Donivin Rael. DPHH will hold a pep rally in honor of the wrestling team next week.
- 6. Modifications/Approval of Agenda**
 - I** Treasure Steven Trujillo requested to add to the agenda an approval item, a drafted resolution to approve signatory authority of the COLO Trust account.
 - AT** **Nick Angiocchi motioned to approve the agenda with the change as cited, seconded by Matt Garcia, with a unanimous vote and no discussion. Motion carried.**
- 7. Public Forum**
 - I** No requests were submitted.
- 8. CEO's Cabinet Report**
 - I** Shannon Behling reviewed the communication provided in the Board's packet. Current enrollment is 966 down 33 students from last year at this time. Robin Archuleta, Enrollment/Marketing Director was asked at a separate meeting to take note of the reason

students are leaving for report at a future meeting. The board members were invited to come to campus to read to students on Thursday, March 7th in honor of Dr. Seuss Day.

9. Higher Education Representative Reports

- I Cheryl Gomez, PCC Representative shared that they hired Brett Burke as the Dean for the Business and Advanced Technology Dept. Also hired is Patrick Malloy as the Dean for Arts and Sciences, and Jenny Sherman as the new Vice President of Academic Services. Interviews with candidates to fill the President's position are scheduled in a couple of weeks. She also shared that PCC has a new Fire Fighter program with integrated health programs. Their enrollment is about 6,100 students.

10. Board Committee Reports

a. Finance Committee

- I Treasurer, Steven Trujillo shared that the committee met on 3/3/24. The meeting was very productive, the discussions revolved around the review of policies relative to the budget preparation and monitoring. The committee is starting to review the options of what response can be given to Education Redefined. He added that Abacus provided an update of the intercept payment. There are no financial documents this evening for the board's approval as the month just ended, there will be reports to approve at the next scheduled board meeting. He shared that the approval of the COLO Trust resolution will grant permission to himself and Sarah Siegrist, Abacus signatory authority and to add Kim Griego, Abacus and Jessica Gonzales read only access. The committee will review US Bank accounts for recommendation to the board at a future meeting to close an account. The committee also discussed a timeline for RFPs in specific areas and drafting a process between CHPA and the CCA Building Corporation to support the operations of CHPA.

b. Marketing Committee

- I Committee chair, Matt Garcia shared that the committee will meeting 3/6/24 and will have an update at the next board meeting. The committee is recommending the approval of the letter of engagement with Digital Hart Media so firm details can be worked out.

c. Recruitment and Nominating Committee

- I Committee chair, Nick Angiocchi reminded the board of the two board positions they will fill and to ask for help sharing the information to interested parties to apply to the board. The committee is looking to fill President's Giron's community representative seat starting 7/1/24 and the current vacancy of a parent representative. The committee is looking for dynamic individuals to join the board.

11. Executive Session 6:10 p.m.

- AT Nick Angiocchi moved to enter into Executive Session for discussion of personnel matters pursuant to C.R.S. 24-6-402-4 (B) (E) (F); seconded by JoSeph Garcia, with a unanimous vote and no discussion. Motion carried.** Richard Orona, Lorrie Marquez, Shannon Behling, and Vicki Potter were invited to stay for the session. Ms. Potter was dismissed at 6:35p.m.

Exit Executive Session 7:03p.m.

- AT Nick Angiocchi moved to exit executive session, seconded by Steven Trujillo with a unanimous vote by all members and no discussion. Motion carried.**

12. Open Session TIME: 7:04PM

13. Approval Items:

a. Updated 2024-25 Academic Calendar

AT Nick Angiocchi motioned to approve the 2024-25 academic calendar nothing major changed only a correction in number of contact days from 154 contact days to the true count of 153 contact days, seconded by Steven Trujillo with a unanimous vote and no discussion. Motion carried.

b. Digital Hart Media Letter of Engagement

AT Nick Angiocchi motioned to approve the letter of engagement with Digital Heart Media through 6/30/24, seconded by Matt Garcia with a unanimous vote and no discussion. Motion carried.

c. Election of Board Secretary

AT Nick Angiocchi nominated and motioned for Cecilia Trujillo to serve as secretary through 6/30/24 if she's willing to accept. He added that her background and experience would be very conducive to that role and believes we may have some policies going forward and that officer does chair the Policy Committee. Steven Trujillo asked for clarification if this was an appointment for the remainder of the year, Mr. Orona confirmed that it would be for the rest of this academic year, Cecilia Trujillo accepted the nomination. Steven Trujillo seconded the motion with a unanimous vote and no further discussion. Motion carried.

d. Board Resolution Signatory for COLO Trust

I Treasurer Steven Trujillo shared that this motion authorizes himself and Sarah Siegrist, Abacus to be signers and it adds Kim Griego, Abacus and Jessica Gonzales as read only to the COLO Trust account as reflected in the resolution, seconded by Nick Angiocchi with a unanimous vote and no discussion. Motion carried.

e. Approval of Expulsion of student #156029

AT Nick Angiocchi motioned to accept the expulsion of student #156029 based on what was heard this evening, seconded by JoSeph Garcia with a unanimous vote and no discussion. Motion carried.

f. Approval to add New Treasurer as Bank Signatory

AT Nick Angiocchi motioned to approve the addition of Steven Trujillo as the new Treasurer to the accounts at UMB Bank, US Bank, COLO Trust, and Bank of the San Juans, seconded by JoSeph Garcia with a vote of 5 in favor and 1 abstention by Steven Trujillo and no discussion. Motion carried.

14. Consent Agenda Items:

AT Nick Angiocchi motioned to approve the consent agenda as presented including the February 24, 2024 board meeting minutes, work session minutes from February 27, 2024 and this evening's personnel report, seconded by Cecilia Trujillo with a unanimous vote, no further discussion. Motion carried.

15. Discussion

• Board Work Sessions Focuses

I Mr. Orona clarified that a quorum is not required for work sessions when there are no approval items, work sessions should have a quorum and meetings need to be posted. The board reviewed the work session schedule. The decision was made to cancel the 3/26/24 work session and combine the topics for the 3/12/24 and 3/26/24 to the 3/12/24 work session. The 4/9/24 and 4/23/24 work sessions will stay as noted and the 5/7/24 will include the discussion of the current CCA Building, a minimum of a 90-day notice at the

end of the charter contract regarding the building to D60. The other work session focuses will be decided as needed.

- **Cabinet Questions from 2/27/24 Work Session**
 - **Cabinet Meeting Structure Clarification**
 - I An agenda is being used at the Cabinet meetings. The new structure of board members leading in each area has helped the situation. Board members were asked to stay in touch with the staff members in their area and to address situations with the board when necessary.
 - **SROs on Campus**
 - I SROs have been coming to the ECMS/DHPH building to help with discipline; Mr. Orona shared the SROs are not allowed to interact with our students regarding discipline unless a student is caught in a criminal offense. The SROs can have presence in the parking lot, be careful with the SROs coming into the building; contracted security should not be part of discipline. Police, firefighters, EMTs, etc. presence can be helpful at events such as the upcoming pep rally can be viewed in a good light. Ms. Behling will contact Ms. Potter for more clarification of the SROs presence and to share Mr. Orona's comments.
 - **Communicating Incidents**
 - I Vice President Angiocchi shared that when incidents happen on campus Ms. Behling and Ms. Archuleta drafted parent communications and sent them out. Parents may contact the principal at their child's academy for more information. Staff members who answer calls need to know what to communicate with callers regarding incidents. Consistent messaging is the priority. Ms. Behling has provided the front office staff with instructions on how to respond to parents. Any calls from the media should be to their specific board member.
 - **Biweekly Newsletter**
 - I It was decided that the staff will provide the informational newsletter once per month on the original board meeting dates.
 - **Student Referrals to Paragon – Additional Question**
 - I Ms. Archuleta asked Mr. Orona what can be done to address D60 for not allowing CHPA students admission to Paragon. Mr. Orona shared that the situation will need to be addressed with D60, he is confident that D60 wants to ensure that any child that must be removed from a brick-and-mortar school has a place for them no matter who they are. He suggested that Ms. Archuleta and a board member sit down with D60 and explain the situation and let them know that we don't want to let any child fall through the cracks. He shared that he is confident they don't want to do the same either, that they'll be able to open those doors to Paragon for the handful of students and it will not be more than we have had previously and will not overburden D60. This is a situation that needs to be solved, there cannot be a gap in providing a student with an education and we cannot tell our students there is no place to go for their education no matter the situation. Communication to D60 regarding this matter should be truly transparent and unified in the messaging and should be run by legal counsel.

- I President Giron asked if the faculty had participated in the TLCC Survey. The deadline was extended to 3/8/24, Ms. Behling will follow up with Ms. Potter and Ms. Parker to find out if they have taken or will take the survey by the new deadline.

16. Board Comments

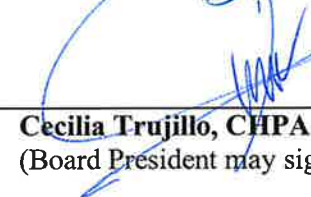
Steven Trujillo thanked and shared his appreciation to the staff, to the families, and board colleagues for their support of the school and to Mr. Orona for his support and guidance.

17. Adjournment 7:47p.m.

AT Nick Angiocchi motioned to adjourn, seconded by JoSeph Garcia with a unanimous vote and no discussion. Motion carried.

Prepared by: 
Lorrie J. Marquez, Executive Assistant

Date: 3/19/24

Verified by: 
Cecilia Trujillo, CHPA Board Secretary
(Board President may sign in the absence of the Secretary)

Date: 3/19/2024

