**Facility Schools Board**

**Minutes of Meeting**

**August 8, 2024**

**In-Person at Shiloh House Family**

**In attendance:**

Board Members Present In-Person: Steven Ramirez, Mylynda Herrick, Rebecca Carpenter, Carolena Steen, Doug Hainley, Sonjia Hunt.

Absent Board Members: Betsy Peffer

Staff Present: Judy Stirman, Wendy Dunaway, Darren Serrato, Robin Singer, Ann Symalla, Lori Kochevar, Annie Haskins, Allie Miller, Tara Butler, \*Virginia Winter(G) - contracted staff.

Audience: Barb Taylor, Quixie Smith.

**Meeting Commencement:**

Co-Chair Carolena Steen called the meeting to order.

**Approval of Minutes for June 13, 2024:**

Co-Chair Carolena Steen calls for a review of the Board minutes.

Board member Doug Hainley makes a motion to approve the minutes, and Board member Sonjia Hunt seconds. The Board unanimously approves minutes.

**Approval of Agenda:**

Co-Chair Carolena Steen entertains a motion to accept the agenda as written.

A motion was made by Board member Doug Hainley seconded by Sonjia Hunt Board member to approve the August 8, 2024, agenda; The Facility Schools Board unanimously approved the agenda.

Public Comment –

Members of the public who wish to address the board must sign up 24 hours prior to the meeting using this link – Public Comment Sign-up Sheet. Presentations are limited to 3 minutes. Additional guidance on public comment below. If you need access to translation, please notify us 24 hours in advance.

* No public comment

Newly CDE Authorized Specialized Day School – Teaching the Autism Community Trades (TACT) presented to the FSB requesting facility school approval. Presentation by Danny Combs Founder/CEO of TACT. The mission of TACT is to encourage and empower the full spectrum of students with autism. TACT, located in Englewood, CO, will be serving transition age students 18-21 years old that are working toward graduation.

Board Vote- Co- Chair Carolena Steen entertains a motion for a board vote to approve the Authorized Specialized Day School TACT, as an approved facility school. Board member Rebecca Carpenter made a motion, with the condition of monthly check in meetings, to approve the authorized specialized day school TACT as an approved facility school. Board member Mylynda Herrick seconded the motion. TACT has met all CDE requirements for Specialized Day School Authorization and Facility School Approval. Board vote 6 aye, 0 nay.

Newly CDE Authorized Specialized Day School - Austin Centers for Exceptional Students presented to the FSB seeking facility school approval. Francie Austin and her husband founded Austin Centers in 1995. Austin Centers has served students in Arizona for thirty years, with multiple charters and over one thousand students currently enrolled. The new Austin Centers site is located in an old Jefferson County school district building – Witt Elementary in Westminster, CO. The Austin Centers is a specialized education program for students K12 with emotional, autism, intellectual, or specific learning disabilities.

Board Vote- Co Chair Carolena Steen entertains a motion for a board vote to approve the Authorized Specialized Day School Austin Centers, as an approved facility school. Board member Rebecca Carpenter made a motion, with the condition of clarifications on paperwork as discussed, and monthly check in meetings, to approve the authorized specialized day school Austin Centers as an approved facility school. Board member Mylynda Herrick seconded the motion. Austin Centers has met all CDE requirements for Specialized Day School Authorization and Facility School Approval. Board vote 6 aye, 0 nay.

Board Work with G:

* The Board reviewed their 3 Year Strategic Plan (in dashboard view) completed in June 2024 for final approval.
* A decision was made by consensus to revise one of the Measures of Success for Goal 1, regarding consistent feedback opportunities with key publics/stakeholders.
* The Board discussed the summary results of their self-evaluation of their collective responsibilities.
* Stewards\* (guardians for one year) of each of the Board’s newest governing documents were chosen: Strategic Plan: Sonjia H. and Betsy P. Responsibility Matrix: Mylynda H. Calendar or Schedule of Events: Rebecca C. and Doug H. Board Work Plan ‘24-5: Carolena S. Steven R. \*Stewards monitor these governing documents as a way and means for building high performance regular meeting agendas.
* A decision was made by consensus to revise one of the Measures of Success for Goal 2, regarding external communication ‘pulses’ 2-3 times annually. The Strategic Plan will be updated to reflect this.

Board Discussion IEPs / Facilities / Facility School and CHRP waivers: Doug Hainley-

* Students enrolled into a facility before the financial responsibility is clearly defined.
* Seems to be some confusion between the CDE and CDHS/BHA definitions and criteria for a student with the determination of SED, and who determines this designation for a student in each case. Serious Emotional Disability (CDE) and Serious Emotional Disturbance (CDHS/BHA).
* IEP needed to be updated before the student was accepted.
* Increase in these cases is likely to happen.

AI Question:

* Questions regarding AI recording of IEP’s.
* Auto AI showing up regularly in meetings.
* Questions of confidentiality, as well as who has access to these recordings and where they are stored.
* Judy will follow up with Communications, IMS, and AG’s office.

Officer Roles for 24-25:

* Carolena Steen and Steven Ramirez will retain their elected positions for the remainder of their two-year terms as FSB Co-Chairs for the 2024-2025 school year. Election of officers will occur in August 2025.

Kaleidoscope Conference/future Board meetings:

* October FS Board meeting will be held virtually - October 10, 2024
* Board members will provide a panel discussion/presentation at the Kaleidoscope Conference, October 24th
* Barb Taylor- Suggested having a QR code for feedback on Kaleidoscope.
* November 2024 Board meeting will be held at TACT.
* The May 2025 Board meeting will be held at Austin Centers.
* January 2025 Board meeting will be virtual.

Update on Accreditation:

* Discussed independent national accreditation organizations with the Board.

Update on Tuition Cost:

* Six different office hours are scheduled for the different tuition cost categories. Holding a tuition cost committee meeting on August 29th.
* Putting together a tuition cost guide book for the field.

Team Updates:

Wendy- Joint resource guide, (created by CDE, CDHS, and HCPF) is posted on the CDE Facility Schools website. CDE will be responsible for maintenance and updates of the document. Meeting is scheduled with CAFCA for an update on shared services grant, and the year one report due September 1, 2024. Dillinger Rad is currently drafting the annual SB23-219 Workgroup report for the JBC. Wendy will continue to provide feedback on the new authorization process.

Allie- Connecting with people at CDE and with rural folks in regard to the new Technical Assistance Center (TAC). She will be presenting with Bill Brown (CDE) at the Kaleidoscope Conference. She is updating our website, creating a new technical assistance center tab. Allie is very familiar with rural areas and has a background in social work. Shared [one-page information form.](https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:e576effa-3f8b-4327-95be-f6a59909ff79)

Tara- Working on finding speakers for Kaleidoscope. Working on i-Ready seminars to provide the schools. Also focusing on curriculum.

Ann/Robin: Monitoring schedule is ready for the new school year, updated monitoring forms. They will be holding monthly new director mentor meetings and quarterly out of district coordinator meetings. Ann will be arranging graduation committee meetings. Annual report documents will be emailed and available on the website. The Annual Report is due on Sept 16. A yearly calendar of all events and meetings will be distributed.

Annie: Gearing up to open up the new IEP system (ProjectEd) to the field next week if all goes as expected. First training was held on July 23rd. Upcoming training will be held on 8/13 and 8/23. Training about 100 staff on the new system in total.

Adjournment of Meeting

**Next Meeting Date – September 12, 2024 (Thursday) In-Person at Shiloh House**

Co-Chair Carolena Steen adjourns the meeting.