Lincoln Academy Board of Directors Calendar 2014 – 2015

June
†Foundation Meeting- Elect Officers
†Building Corp. Meeting - Elect Officers
†Property Corp. Meeting - Elect Officers
Policy Review: Board Code of Conduct
Sign Lease with Building Corp
ILP (Individual Literacy Plan) changes
Preliminary Staffing Report
Preliminary Retention Information
Wait List Numbers
Lexile Testing Results

August
Policy Review: Committee Structure and Principles
Preliminary State Standardized Test Results if available
Final Staffing Report
Emergency Principal Succession Plan
Establish Goals for Principal
Staff Presentation at Board Meeting
Review Administration Leadership Responsibilities
4th Quarter Financials
*Signed Minutes for 4th Quarter

September
†Foundation Meeting
Policy Review: Board/Principal Linkage
DRA 2 (Developmental Reading Assessment)
Final Retention Information
Final Wait List Numbers
Year Long Plan Overview
Official State Standardized Test Results?
† School Performance Framework
Student Presentation at Board Meeting
Preliminary Year End Financials
Review Financial Audit
PTO

October
Board Member Attends Staff Meeting
Board Visits Classrooms
FTE Count (Preliminary)
Parent Interactions (Treatment of Parents)
Staff Presentation at Board Meeting
MAP Testing Results
†Approve Current Year Budget
Assess current policies & create plan (Derek)
Consider first draft of dashboard (Derek)
Admin update in Principal’s report (Janelle)
*Signed Minutes for 1st Quarter

November
1st Principal Evaluation
Policy Review: Board Meeting Procedures
Staff Interactions (Treatment of Staff)
Final October 1 count
Presentation of School UIP
Student Presentation at Board Meeting
New policies considered every other month (Derek)
Board data workshop (UIP) (Ben)
Update financial dashboard (Jeff)
1st Quarter Financials

December
Approve UIP
Student Interactions (Treatment of Students)
†Discipline Referrals/Suspension data
Staff Presentation at Board Meeting
Conduct board training needs assessment (Derek)
Approve Year End Financials- if ready
Pre-K Report

Color Code Legend:
Finance
Principal
Board of Directors
School Accountability (SAC)
Board Secretary
Strategic Plan
Lincoln Academy Board of Directors Calendar 2014 – 2015

January
Board Evaluation
† Approve Board Meeting Posting Notice Location
Policy Review: Governing Style
DIBELS (Dynamic Indicators of Basic Early Literacy Skills)
History of Student Enrollment Numbers
Student Presentation at Board Meeting
Develop board training plan (Derek)
Report from admin on writing curriculum (Janelle)
† Approve Current Fiscal Budget with Final FTE Count
* Signed Minutes for 2nd Quarter
PTO

February
Board Visits Classrooms
Policy Review: Board Job Descriptions
Board Provide Principal Evaluation to Staff
Information Night Report
IEP (Individualized Education Plan) report
Approve SAC Parent Survey
Update (any issues?)
Enrollment Information
Student/Family Movement
Student Presentation at Board Meeting

March
† Approve School Calendar
Advertise for New Board Members
2nd Principal Evaluation
Principal Contract Renewal
* Approve Next Fiscal Budget
* District Buybacks/Purchased Services
State Standardized Testing Update (any issues?)
Enrollment Information
Student/Family Movement
Student Presentation at Board Meeting

April
† Board Election Procedures
Board Candidates Speak
Policy Review: President’s Role
Approve Lease Agreement with Building Corp
Preliminary Enrollment Numbers
Preliminary Staff Retention Data
Announce Jeffco Public Schools Values Award
Staff Presentation at Board Meeting
UIP update
* Signed Minutes for 3rd Quarter

May
† New Board Members
‡ New Board Officer Elections
Review Board Calendar for coming year
DIBELS
BEAR (Basic Early Assessment of Reading)
TCAP - 3rd Grade Reading
Student Referrals/Suspension Data
Student Presentation at Board Meeting
3rd Quarter Financials
PTO

† - Required by law
‡ - Required by by-laws
* Required by Jeffco Contract

Additional Notes:
Calendar: By law, the proposed school calendar must be posted 30 days prior to adoption
C.R.S. 22-32-109-(1)(n)(III)(B)
Posting Location: C.R.S. 24-6-402(2)(c)
Signed Minutes are required by Jeffco Auditors
New Fiscal Year Budget is required to be submitted by May 1st according to our renewal contract.