

# BOARD OF DIRECTORS MINUTES

## RADISSON DENVER SOUTHEAST WEDNESDAY, APRIL 25, 2018

### 1.0 ROLL CALL

The meeting was called to order at 8:04 am.

All were in attendance except Bert Borgmann and Jim Wilson.

### 2.0 APPROVAL OF MINUTES

#### \* 2.1 Minutes of CHSAA Board of Directors meeting of February 21, 2018

It was moved (Michael Hawkes), and seconded (Jim Durbin) to approve the minutes of the February 21, 2018 Board of Directors Minutes. The motion carries.

### 3.0 ADDITIONAL ITEMS

### 4.0 PRESIDENT'S UPDATE

#### 4.1 Comments

President Lucas asked for everyone to have a good meeting. He wants every voice heard, and wants to make sure the membership is heard. What we can do better? Thinking back to the February meeting, he felt we were rushed and wants to take the time to discuss all agenda items as everyone feels comfortable. President Lucas welcomed Rick Mondt and Alex Halpern back.

#### \* 4.2 Probation/Restriction Action List

It was moved (Rick Logan), and seconded (Wendy Dunaway) to move those on restriction to probation. The motion carries.

It was moved (Tracey Johnson), and seconded (Angie Sanders) to remove those on probation. The motion carries.

#### 4.3 Committee Selection List

### 5.0 COMMISSIONER'S UPDATE

Commissioner Blanford-Green said the Legislative Council meeting sets the path for the association. Bring positive thoughts to the meeting.

#### 5.1 Transfers

Commissioner Blanford-Green said over 1800 transfers crossed her and Donna's desk. There were four appeals. Three were upheld, and one was overturned. No legal pertaining to 2017-2018 rulings.

## 5.2 Colorado (7)

Commissioner Blanford-Green brought forth a request from board member, Angie Sanders, to change from Colorado 7 league to Colorado. This will be an editorial change.

She informed the board that Cathy Lenz (exemplary references) will be her new Executive Assistant. Lane Ververs has been hired for Assistant Commissioner Roberts-Uhlig's assistant. She said they are both excited to be on board.

She welcomed the student leaders in attendance today.

## 5.3 June Board of Directors Meeting

Commissioner Blanford-Green said the awards dinner is this month instead of in June. June will be more of a review meeting. She requested August retreat topics from the board. President Lucas asked those going off as well to submit items.

## 5.4 Treasurer's Update

### 5.4.1 March Budget Report

Commissioner Blanford-Green indicated we are up \$147,000 from last year. She is going to give the Legislative Council a percentage break down of the budget. Assistant Commissioner Derrera gave reports on increase/decrease to their site financials. We can expect to see increases in expenses due to security and minimum wage.

### 5.4.2 2018-2019 Proposed Budget

Commissioner Blanford-Green reviewed the new budgeting worksheet. She worked collaboratively with staff, budget committee and previous audit reports to present a more accurate projection. Assistant Commissioner Roberts-Uhlig, Assistant Commissioner Borgmann, and Commissioner Blanford-Green met with a company to begin discussion on the valuation of the CHSAA inventory. Intentionally bringing dollars back to the CHSAA to put back into the schools. Mr. Larrabee asked why postage and telephone increased by \$55,000. Commissioner Blanford-Green said we were not over actual, but over budgeted amount. The March budget reflected postage and telephone as separate items. They are combined on proposed budget. Commissioner Blanford-Green and Kenzie added new accounts per audit. She reported that the Denver Post is no longer covering prep sports, and that CHSAANow will cover. Mr. Durbin gave kudos to her and the staff on their work on the budget. Corporate partnership is expected to be \$125,000. Mr. Hawkes proposed to save postage offer an online version of the directory. Commissioner Blanford-Green indicated that this is a great idea, but the membership has indicated they want a hard copy. The board agreed to reduce distribution of handbooks given to schools. Assistant Commissioner Derrera suggested not printing certificates to save money. Mr. Garcia asked if the board could talk to their leagues and bring back in June. President Lucas thanked the staff for their work on the budget. Associate Commissioner Robinson said the budget is clearer than in the past. He asked the board to be supportive of where she is as she is moving the organization forward.

It was moved (Jeff Durbin), and seconded (Joe Garcia) to approve the 2018-2019 budget. The motion carried unanimously.

#### 5.4 Legal Update

Legal Counsel Halpern the legal activity has been focused on transfers. In the past, there was an appeal at every meeting. Last year significantly down, and this year none. The CHSAA has had a great year legally. He has been in a more an advisory role this year, which he feels is a good way to utilize legal counsel. Mr. John Black, National Federation attorney gave a shout out to Mr. Halpern. President Lucas thanked Alex for his representation.

### 6.0 **OLD BUSINESS**

#### 6.1 Legislative Council Review – Special Awards

##### 6.1.1 April 2018 Bylaw/Committee Report Review

Mr. Cain questioned the number of proposals included in the final Legislative Council packet that the board had not reviewed. He asked that any proposals not introduced at the previous board meeting be communicated with the board prior to forwarding. Commissioner Blanford-Green acknowledged the request and will increase prior communication on additions.

Assistant Commissioner Brookens reviewed all proposals with the board.

#### 6.2 National Federation Summer Meeting – Chicago

##### 6.2.1 Logistics Review

Commissioner Blanford-Green reviewed the expenses and distributed checks.

#### 6.3 State Speech Report

Assistant Commissioner Ozzello reported there were 527 participants at the State Speech Tournament, who qualify through regionals. There were 12 event champions.

#### 6.4 State Basketball Report

Commissioner Blanford-Green gave the report for Assistant Commissioner Borgmann.

#### 6.5 Large Group Music Festival Report

Assistant Commissioner Brookens said Large Group Festivals were down 20 groups. Testing dates impacted number. She said they are working on increasing statewide site hosts.

#### 6.6 Advisory University

Assistant Commissioner Derrera, Theresa, and Rashaan hosted 52 advisors for the Student Leadership Advisors shared their best practices. He asked for ideas for a theme for student leadership. Arvada West will possibly be hosting.

#### 6.7 Rockies Tickets

Assistant Commissioner Roberts-Uhlig distributed ticket request for the June 1 game.

### 7.0 **NEW BUSINESS**

#### 7.1 2018-2019 Schedule of Board of Directors Meetings

Commissioner Blanford-Green tabled this topic until the June meeting.

#### 7.2 Board Policy Changes

##### 7.2.1 Retirement Benefit Policy

Commissioner Blanford-Green said those intending to retire, must let the association know a year in advance to get the 5% increase their final year. Unanimous approval by the Board of Directors.

##### 7.2.1 Summer Hours

Commissioner Blanford-Green asked the board to approve new summer hours. Monday-Thursday 8:00-3:00 (with a half hour lunch), and Fridays 8:00-12:00. The staff would give back two comp days. Unanimous approval by Board of Directors.

#### 7.3 Arbiter/Planet High School

Commissioner Blanford-Green introduced Joe Hawkins who indicated there has been a lot of progress since the January meeting. They have built the structure for all 354 high schools, and over 700 middle schools. All forms, and all the data gathering tools have been built. 400 development hours, and 200 staff hours clocked to date. They have cut the cost of convenience fees. Commissioner Blanford-Green requested tri-seasonally invoicing, which has never been offered. The CHSAA has an Arbiter on-site staff, which will be the support and resource person.

#### 7.4 All School Summit

Assistant Commissioner Brookens announced All School Summit dates July 30 and 31. The summit will be held at the DTC Marriott.

#### 7.5 Building Update

Assistant Commissioner Ozzello gave the building update.

- Direct TV
- Security/ADA Upgrades

**8.0 REPORTS/MONTHLY ITEMS**

8.1 District Reports

At Large – District 2, 3, 4

Terita Berry had nothing to report.

At Large – District 7, 8, 9

Kelley Eichman asked Dave Eichman, (District Athletic Director) to ask schools for input for CHSAA board of directors since she has not been in schools the last two years. She asked if teachers with physical education experience must take first year coaches course. There were some Arbiter questions.

District 1 - San Juan, Southwestern, Western Slope

Paul Cain had nothing to report.

District 2 - Centennial, Frontier, Northern, Tri-Valley

Rick Logan said he had questions about RPI not updating for baseball. Mr. Casey said Maxpreps changed the way they were calculating ties, but have since corrected.

District 3 - High Plains, Lower Platte, Mile High, North Central,  
Patriot, Union Pacific, YWKC

Rick Mondt had nothing to report.

District 4 - Colorado 7, East Metro, Jefferson County

Angie Sanders had questions about golf weeks which Associate Commissioner Robinson addressed.

District 5 - Confluence, Denver, Metropolitan

Loren Larrabee asked if at-large representation could be reviewed. He said it is hard to get Confluence League to meetings. Denver is reported by Terita Berry. He sends out emails, but doesn't usually get feedback to bring to the board. He is only reporting on Metro.

District 6 - Continental, Front Range, 5280

Michael Hawkes had nothing to report.

District 7 - CS 4A Metro, CS 5A Metro. Pikes' Peak, Tri-Peaks,  
West Central

Troy Baker thanked Associate Commissioner Robinson and Assistant Commissioner Derrera for attending the Colorado Springs Metro CADA Outreach.

District 8 - Black Forest, Fisher's Peak, Intermountain, Southern Peaks

Joe Garcia had no report.

District 9 - Arkansas Valley, Santa Fe, South Central

Richard Hargrove thanked Assistant Commissioner Ozzello and Assistant Commissioner Derrera for attending their league meeting. Concerns were expressed about Arbiter, and that training is very important.

#### 8.2 School Board Association Update

Tracey Johnson thanked the members going off the board. As a member of the CASB board their focus is January-May. The Winter Conference in February had a speaker on school of choice. There were questions about how it works, and how it relates to the CHSAA. She said she thought it would be worthwhile to consider the Commissioner and legal speak at the CASB Conference about transfers and school of choice.

#### 8.3 State Department Update

Wendy Dunaway said CDE is on the downhill side of assessment window. There are 35 Superintendent changes to date. They are anxiously awaiting the Legislative session. May 7-11 is teacher appreciation week.

#### 8.4 CADA Update

Paul Cain said they are expecting 200 attendees for their conference. They have great speakers this year.

#### 8.5 CASE Update

Jeff Durbin reached out on behalf of Commissioner and himself Q & A update for CASE conference. He asked Tracey Johnson to assist us in securing a presentation instead of a breakfast.

President Lucas said CASE is meeting this week. He announced Sharee Blunt, Northglenn, High School Principal of the Year, Andrea Smith, Niwot, Assistant Principal of the year. Joe Simo, Centennial, Middle School Principal of the year.

8.6 Legislative Update

Representative Wilson was not in attendance. Joan Green will be present at Legislative Council.

**9.0 SALARY REPORT**

9.1 Staff Evaluation Rubric

President Lucas asked for a motion to go into executive session. It was moved (Wendy Dunaway), and seconded (Rick Logan). The motion carries.

9.2 Executive Session

It was moved (Joe Garcia), and seconded (Wendy Dunaway) to come out of Executive Session.

9.3 Salaries

It was moved (Loren Larrabee), and seconded (Michael Hawkes) to approve the staff and commissioner's salary structure as presented by Jeff Durbin, spokesperson for the CHSAA Salary Committee. Unanimous approval by the board.

**10.0 ADJOURNMENT**

The meeting adjourned at 2:51.

\* action items

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**\*\*\* UPCOMING MEETING DATES \*\*\***

Friday	June 1, 2018	CHSAA office
Sunday-Thursday	June 28-July 2, 2018	NF Summer Meeting-Chicago
Thursday-Sunday	August 2-5, 2018	Board of Directors Retreat New Member Orientation Vail Racquet Club, Vail, CO