**Public School Capital Construction Assistance Board (CCAB) Meeting Minutes**

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| **Date & Time:** | Thursday, March 21, 2024 - 1:00pm-3:30pm |
| **Location:** | Virtual – Microsoft Teams |

**Capital Construction Assistance Board Members:**

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| Jane Crisler – Chair | Vaishali McCarthy | Lara Vincent |
| Wendy Wyman – Vice Chair | Matt Samelson | Michael Wailes |
| Kevin Haas | Wade Turner | George Welsh |

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| I. | **Call to Order:** Meeting called to order by Jane Crisler at 1:02pm |
| II. | **Roll Call:**  Members Present: Kevin Haas, Vaishali McCarthy, Matt Samelson, Wade Turner, Lara Vincent, George Welsh, Michael Wailes, Wendy Wyman, Jane Crisler |
| III. | **Approve Agenda:**  Motion moved: Michael Wailes - *Approve agenda as presented.*  Second by: George Welsh  All for: Kevin Haas, Vaishali McCarthy, Matt Samelson, Wade Turner, Lara Vincent, George Welsh, Michael Wailes, Wendy Wyman, Jane Crisler  All opposed: None  Motion passed |
| IV. | **Approve Minutes: February 15, 2024**  Motion moved: Vaishali McCarthy - *Approve Minutes with correction as presented.*  Second by: Wendy Wyman  All for: Kevin Haas, Vaishali McCarthy, Matt Samelson, Wade Turner, Lara Vincent, George Welsh, Michael Wailes, Wendy Wyman, Jane Crisler  All opposed: None  Motion passed |
| V. | **Board Report:**   * Wade Turner attended Colorado League of Charter Schools conference in February. Had the opportunity to meet other CCAB members and BEST Staff. Thanks to Brandon for his great BEST presentation. |
| VI. | **Staff Report:**   * Andy provided staff updates on annual staff retreat, office move, GAINS and grant prep progress. * Andy Shared some photos from our Assessment team of both Delta County and Pueblo 70 school district. |
| VII. | **Discussion Items:**   1. May Grant Review Meeting Prep – What to expect    * Andy gave an overview of what the board members can expect during the grant review process. He shared some helpful tips with the CCAB for reviewing applications and things to look for. 2. May Grant Review Meeting Schedule    * Staff shared the draft schedule and review order for the upcoming 3day grant review meeting. The meeting will be May 13th-15th. 3. Legislation Discussion    * The group discussed HB24-1008 and SB 24-159 and potential impact on BEST. 4. August Retreat Priorities/Policy Review    * Andy reviewed staff progress on the COP match return retreat topic. |
|  | **Action Items:**   1. Recapture Clause and Lease Purchase Guidance Revision   Motion moved: Vaishali McCarthy - *I move to recommend that the Colorado Department of Education revise the BEST Grant Award Letter and Charter School Building Ownership Guidance to reflect the changes on the March 2, 2024 agenda sheet.*  Second by: George Welsh  All for: Kevin Haas, Vaishali McCarthy, Matt Samelson, Wade Turner, Lara Vincent, George Welsh, Michael Wailes, Wendy Wyman, Jane Crisler  All opposed: None  Motion passed |
| VIII. | **Future Meetings:**   * April 18, 2024 – Virtual * May 13-15, 2024 - Virtual |
| IX. | **Public Comment:**  None |
| X. | **Adjourn:** Meeting Adjourned by Jane Crisler at 2:16pm |