

HUMAN PROGRAM CHARTER SCHOOL

Board of Directors — Regular Meeting Minutes

DRAFT — Pending Board Approval

Date:	March 2, 2026	Time:	2:30 PM – 3:30 PM MST
Location:	Zoom: https://us06web.zoom.us/j/81483121760		
Minutes Taken By:	Jennifer Bassignani	Called to Order:	2:46 PM MST

SECTION 1 — CALL TO ORDER & OPENING MATTERS

1.1 Call to Order | Presenter: Board Chair

Meeting called to order at:2:46PM MST by:Katie McCullough

1.2 Roll Call & Verification of Quorum | Presenter: Board Secretary

Quorum established: Yes No Members present: 3 of 3 seated members

Board Member Name	Present	Absent / Excused	Arrived Late / Left Early
Katie McCullough	yes		
Lisa Riegel	yes		
Jennifer Bassignani	yes		
Also Present (Staff/Guests):	Issac Squires - ED of Human Program, Inc.		

1.3 Approval of Agenda | Presenter: Board Chair

Motion: Approve as presented Approve as amended Moved by:Jennifer Bassignani Seconded by: Lisa Riegel

Vote: Yes 3 No 0 Abstain 0 Result: Passed Failed

1.4 Conflict of Interest Disclosures (C.R.S. §24-18-109) | Presenter: All Board Members

No conflicts declared Conflict(s) declared — see notes below

Notes: Jennifer Bassignani is a contractor for Human Program, Inc. and may have a financial conflict, Lisa Riegel is a contractor for Human Program, Inc. and may have a financial conflict, Katie McCullough is a contractor for Human Program, Inc. and may have a financial conflict

SECTION 2 — CONSENT AGENDA

2.1 Approval of Minutes — Previous Regular Meeting | Presenter: Board Secretary

Items on consent agenda: Approval of Minutes — Previous Regular Meeting

Items removed for separate discussion: None See below: _____

Consent agenda motion: Moved by: Lisa Riegel Seconded by: Katie McCullough

Vote: Yes 3 No 0 Abstain 0 Result: Passed Failed

SECTION 3 — PUBLIC COMMENT

3.1 Public Comment (Non-Agenda Items) — 2 min. per speaker, 20 min. max | Presenter: Board Chair

Speaker Name	Time	Summary of Comments
N/A		

X No public comment received

SECTION 4 — REPORTS & UPDATES

4.1 Executive Director / Head of School Report | Presenter: Executive Director

Topics: Colorado Charter & MDOL Application status, community outreach, Webinar Listening Session Schedule/Attendance, enrollment/letters of intent, staffing/recruitment, fundraising, progress on School Design updates

Key Points Reported:

Colorado Charter Application in Progress; LOI to CSI - will wait to send until after meetings next week; At least 24 students have expressed interest in applying; will host a Listening Session in the coming weeks; Fundraising - actively reaching out with potential funders;
Contract between Human Program, Inc and Human Program Foundation will become necessary in the very near future; HP, Inc will take the first pass at the contract
Considering revising budget - make it more conservative; transparency of expenses - break expenses/vendors out

Board Questions / Discussion:

Plan work session to discuss aspects of contract

Items Requiring Follow-Up: Plan work session to discuss aspects of contract

SECTION 5 — ACTION ITEMS

5.1 Approval of Financial Policies | Presenter: CFO / Treasurer

Discussion Summary:

Current financial policies as presented are boiler plate and will be revised as needed to fit the Foundation.
Will Abucus conduct the annual audit and who fund Abucus - Katie found and vetted Abucus with Issac, they are a well now entity with CSI; they will provide training and financial practices to support the board and provide financial reports
Is there a conflict in having Abucus build out financials and conduct annual audit - need to research

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Motion: Katie McCullough Moved by: Lisa Riegel Seconded by: Katie McCullough
Vote: Yes 3 No 0 Abstain 0 Result: X Passed Failed Tabled Postponed

5.2 Approval of Communications Policy | Presenter: Board Chair

Discussion Summary:

Provide clarity and for the public, we want to ensure the public that we are transparent in all communications - Board is made up of contractors that do work for Human Program, Inc.
We are clear in the laws of Colorado's Open Meeting Law.
Annual Open Meeting Trainings through CSI
Note the electronic platforms that we are allowed to communicate in when discussing Foundation work

Motion: Jennifer Bassignani Moved by: Lisa Riegel Seconded by: Lisa Riegel
Vote: Yes 3 No 0 Abstain 0 Result: X Passed Failed Tabled Postponed

SECTION 7 — CLOSING

7.1 Board Member Announcements & Calendar Items

Announcements:

Work Sessions - 4 March 2026 @ 4p MT, 18 March 2026 @ 3p MT

7.2 Next Regular Board Meeting

Date: 13 April 26 Time: 4:00pm MT Location: Zoom: <https://us06web.zoom.us/j/81483121760>

7.3 Adjournment | Presenter: Board Chair

Meeting adjourned at: 3:20 PM MST Motion to adjourn: Moved by: Lisa Seconded by: Jennifer

VOTE SUMMARY — ALL MOTIONS THIS MEETING

Motion / Resolution	Moved By / Seconded By	Yes	No	Abstain	Result
Financial Policies	Katie McCullough/Lisa Riegel	3	0	0	passed
Communication Policy	Jennifer Bassignani/Lisa Riegel	3	0	0	passed

ACTION ITEMS SUMMARY

Action Item Description	Responsible Party	Due Date	Status
Best practice for Abucus to conduct annual audit	Jennifer bassignani	30 April 2026	

CERTIFICATION & APPROVAL

Minutes Prepared By (Board Secretary): _____ <i>Signature & Date</i>	Approved By (Board Chair): _____ <i>Signature & Date</i>
These minutes were approved at the Board Meeting held on: _____	

Colorado Compliance Reference: C.R.S. §22-30.5 | C.R.S. §24-6-402 | C.R.S. §22-11 | C.R.S. §22-20 | C.R.S. §24-18 | CCHE/CDE Charter School Authorizer Standards | NACSA Governance Standards | CASB Recommended Governance Practices