



Board Elections, Responsibilities and Governance MINUTES

Stephanie Smitley, Committee Chair – Stephanie.smitley@aspenacademymn.org

Tuesday, October 3rd at 4:00pm

Mrs. Tyler's Room

In Attendance: Stephanie Smitley, Misty Schutrop, Paula Foley, Aleida VanderBrug, Kirsten Tyler, Julie Herman, Rob Allison

- I. Election update – Information was sent out in the newsletter and emails to staff and parents. Applications are due October 16. Misty posted on Prior Lake sites on FB looking for community members. Up for election this year are 2 community members, 2 teachers, and 2 parent spots. November 13 is the election. Absentee ballot information will be sent out with candidate info. Students will be allowed to hand in ballots sealed in envelopes with parent signature on it in addition to being mailed.
- II. Job Descriptions – Will look at next month.
- III. Staff Survey – Look into doing staff survey earlier in the year, short and open ended. Send Misty topics and questions. Paula will have students take part in the MDE student questionnaire. Parent survey will try and get done twice a year.
- IV. Board Self-evaluation- This was last done in January. Committee thought it would be a better idea to do it in June or July since there may be 4 or more new board members with the election. They will not be ready to evaluate in January when they are just beginning.
- V. Policy 707 Transportation of Students – The committee reviewed policy 707 from Aspen, Prior Lake, Eden Prairie, and Warroad. Eden Prairie's policy was most recently reviewed and an MSBA model policy. Parts from Prior Lake and Eden Prairie were added to Aspen's policy. Definitions of disabled student, home, nonpublic school, pupil support services, student and homeless student. The following sections were added – Eligibility, Special Education/Disabled Students, Homeless Students and Fees. The fee section may be removed, depending on admin's discussion. The policy will be sent to the Program Services committee which is meeting next week for an extra set of eyes before going to the board for a first read.