



Enriching students from the roots up

SPECIAL BOARD MEETING MINUTES

Date: December 4th, 2017 Time: 5:30 pm Location: Media Center

School Board Norms of Engagement 2017 The Board of Aspen Academy will	
Tenacity	<ul style="list-style-type: none"> form cohesion, cooperate, respectfully engage, listen effectively, and remain future minded.
High Expectations	<ul style="list-style-type: none"> keep students first, speak with one voice, operate as a governance board.
Integrity	<ul style="list-style-type: none"> always remain respectful to staff, employees, parents, students and other stakeholders, hear all voices before key decisions, maintain oversight, and work together to carry out our responsibilities.
No Excuses	<ul style="list-style-type: none"> always assume positive intent, be accountable for self-behaviors and their impact on board activities, be open to clarifying questions, constructive comments and relevant discussions, and read all materials before board meetings.
Kindness	<ul style="list-style-type: none"> treat each other with respect at all times, respect time allotted for all presentations at board meetings, and respect each other's time.

- **CALL TO ORDER AT 5:32pm**

In attendance Noah Levie, Stephanie Smitley, Misty Schutrop, Wade Phillips, Rob Allison, Kent Peterman, Diane Sterna, Angie Tuma, Andrew Price, Victoria Regehr

Authorizer Comments _____

Community Comments _____

Community members must pre-register to speak at the meeting. Items are limited to those on the night's agenda. The Board Chair has the discretion to hear a community member who has not pre-registered, but items remain limited to those on the agenda.

No one registered to speak. If there are questions, please write them on a post-it and place them on the Parking Lot.

Agenda amendments: removal of resignation agreement, it is not signed and add Designs for Learning contract.

- Motion: **Approval of Agenda as amended.**

First Levie Second Phillips Yes X(10) No _____ Abst _____

- Motion: **Approve Designs for Learning contract for HR services.**

First Levie Second Allison Yes X(10) No _____ Abst _____

Open discussion of next steps for interim leadership

Plans

Needs Assessment

Job Descriptions

Board Discussion on above:

- What do we need? Someone on site to go to for issues and compliance. What is Aspen's preferred organizational structure? Head-principal-dean? Operational specialist-Principal, master teacher
- Business/operation side, compliance for investors and reporting, facility, marketing, enrollment, interaction with board, communicate with community.
- Doesn't necessarily need to be someone with education background. Could be retired admin, transplant, higher ed educator, internal, FoE as a resource, managing board, DL as resource.
- Project manager type person to keep things moving, could be a resource for the board or admin.
- Need to know who is going to be in charge tomorrow
- Longer term, work on strategic plan
- Is the interim 1 piece (interim until June 30) or 2 pieces (immediate interim until we find short term interim until June)?
- Options: full time single leader, part time/interim/consultant, Maggie is willing to do anything needed, Julie and Melanie willing to pitch in, Kelly willing to support. Don't want to give more work and burn people out.
- Some board members felt need someone with an education background
- Anyone that we don't know – process will take time
- Possible candidates – Designs for Learning as a resource, Liz Wynn from FoE, Maggie is on site for compliance until interim is hired.
- Educational and instructional pieces are in place

Interim Plan

- Phase 1 – Immediate need – Maggie through January
- Phase 2 – Semi Permanent until June 30 (ad-hoc committee will get job description, DL will post, take in applications. Post as soon as possible, get candidates after holidays
- Phase 3 – Permanent director, start July 1. Can post for interim and permanent at the same time.

Board will use ad-hoc Transition Committee (Misty and Stephanie) and ad-hoc Director Search Committee (Wade, Rob, Andrew) to get the plan rolling. Transition committee will work with Maggie to make sure MDE and FoE reports are submitted timely, get

consulting assistance when needed, etc. Search committee will work on job description, discuss timeline with Liz from DL who will post the job.

- Motion: **Approval of Interim Leadership Plan that names Maggie Rowan as interim leader subject to her acceptance.**

First Levie Second Peterman Yes X(10) No _____ Abst _____

- Motion: **Approval of Interim Leadership Plan as discussed in meeting minutes.**

First Peterman Second Allison Yes X(10) No _____ Abst _____

- **Adjournment at 7:06pm**

- First Phillips Second Allison Yes X(10) No _____ Abst _____