



BOARD MEETING MINUTES

Date: April 17, 2018 Time: 6:00pm

Location: Media Center

School Board Norms of Engagement 2017 The Board of Aspen Academy will

Tenacity	• form cohesion, cooperate, respectfully engage, listen effectively, and remain future minded.
High Expectations	• keep students first, speak with one voice, operate as a governance board.
Integrity	• 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	• 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	• 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 6:04pm**

In attendance Dave Peterson, Stephanie Smitley, Misty Schutrop, Diane Sterna, Rob Allison, Wade Phillips, Andrew Price, Angie Tuma, Victoria Regehr

Authorizer Comments Liz Wynn from Friends of Education attended the meeting.

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.

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

First Phillips Second Sterna Yes X(8) No _____ Abst _____

• Motion: **Approval of Minutes** (March 20, 2018).

First Allison Second Phillips Yes X(8) No _____ Abst _____

ASPEN ACCOLADES: Dr. Peterson shared a short presentation of some highlights around school from the previous few weeks. It included MCAs, informances by Mr. Gross, 3rd grade Living History Museum, kids all over school getting started right away and working. Accolade to the Safety Committee – Mo Finlayson and Jen Dyer for getting the report turned around quickly for lease aid application.

1. ASPEN ACADEMY ACHIEVES INTELLECTUAL, SOCIAL AND CREATIVE GROWTH FOR ALL STUDENTS.

Program Services Committee (Diane Sterna/Angie Tuma/Victoria Regehr)

- Director Report: Dr. Peterson is working on a program review for next year with some modifications coming.
The calendar needed to be adjusted due to the snow days, approved by the board and then sent on to MDE.

- Motion: **Approve the updated 2017-2018 calendar that includes snow days.**

First Tuma Second Regehr Yes X(8) No _____ Abst _____

- Committee Report: The committee met and reviewed several policies up for annual review. Only 514 had changes in 2 sections. See the meeting minutes on the website for more information.

- Motion: **Approve Policy 514 Bullying and Harassment Prohibition, 1st Read.**

First Phillips Second Price Yes X(8) No _____ Abst _____

2. ASPEN ACADEMY PRACTICES EXEMPLARY FINANCIAL AND OPERATIONAL MANAGEMENT.

Finance & Facility Committee (Wade Phillips/Rob Allison)

- Director Report: Report given at the Finance Committee meeting previously.
- **Committee Report:** The committee met at 4:30 tonight. Reviewed FY19 for the 3rd time based on enrollment of 550 ADM. Enrollment number is conservative. Based on those numbers, surplus will be healthy, DSCR will be 1.19 and DCOH will be 85, both well above the bond covenants. Committee is recommending the board adopt the FY19 budget.

Presentation of Financials by Mike Pocrnich. Lease aid was approved today! Audit will be in early September. 75% of fiscal year, revenue is 78%, expenses at 71% (low

because of delayed lease aid). DCOH is 86, DSCR is 1.16, both above bond covenants. Looking through the FY18 budget, there was a net increase of \$116,240. The donation line item includes the Fun Run and sponsorship money. Line item 500 might be high because it could include the gym curtain. 60% of staff are using benefits, adjustments were made to FY19 to account for less staff using benefits. Question about Costco insurance. There would not be a broker, someone to walk staff through the process and it is all online.

Kou Vang gave a brief report regarding building budget. The city released about \$460,000 that was due to Anderson. It is now closed out with about \$25,000 left for Aspen to use. Any building issues should be run through Kou so he can assist with any warranty matters.

- Motion: **Approve the March check register.**

First Allison Second Sterna Yes X(8) No _____ Abst _____

- Motion: **Approve the proposed FY19 budget.**

First Phillips Second Smitley Yes X(8) No _____ Abst _____

3. ASPEN ACADEMY DEVELOPS AND RETAINS A HIGHLY-QUALIFIED STAFF AND BOARD

Board Elections, Responsibilities & Governance Committee (Stephanie Smitley/Misty Schutrop)

- Director Report: Nothing at this time.

- Motion: **Approve the resignation of Zachary Jiskra.**

First Allison Second Smitley Yes X(8) No _____ Abst _____

- Motion: **Approve the hiring of Ayan Ibrahim as paraprofessional.**

First Phillips Second Smitley Yes X(8) No _____ Abst _____

- Motion: **Approve Justina Bernstein as Special Education teacher.**

First Smitley Second Phillips Yes X(8) No _____ Abst _____

- Committee Report: The committee met with Program Services last time. There was a question from a board member about the SEAC committee. It is not a board committee and does not report directly to the board. The SpEd Director is in charge of it at this

time. It is made of parents, teachers, admin and community members. Mrs. Jiskra will report to the admin team. An idea was to have the minutes from the meetings posted in the school newsletter.

4. ASPEN ACADEMY MAINTAINS ENROLLMENT THROUGH RECRUITMENT AND RETENTION.

5. ASPEN ACADEMY DEVELOPS AND MAINTAINS STRONG STUDENT, PARENT, AND COMMUNITY PARTNERSHIPS.

Marketing and Community Engagement Committee (Misty Schutrop/Andrew Price)

- Director Report: Nothing at this time.
- Committee Report: There will be a meeting tomorrow with Strategic Planning.

Strategic Planning Committee (Andrew Price/Misty Schutrop)

- Director Report: Nothing at this time.
- Committee Report: Will be meeting tomorrow with Marketing.
- **Adjournment at 6:54pm**
- First Smitley Second Tuma Yes X(8) No _____ Abst _____