



BOARD MEETING MINUTES

Date: June 19, 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 6:02pm**

In attendance Dave Peterson, Stephanie Smitley, Misty Schutrop, Wade Phillips, 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.

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

First Phillips Second Price Yes X(5) No _____ Abst _____

• Motion: **Approval of Minutes** (May 15, 2018).

First Phillips Second Regehr Yes X(5) No _____ Abst _____

ASPEN ACCOLADES: Dr. Peterson presented his last slide show for the board. It includes accolades for the staff (teachers and paras) who show up to events like the band concert, all the parents who came to see their children's projects, staff and school celebrated Mrs. Herman's retirement, all who volunteered at Beach Bash and all who came to the Kindergarten and 8th grade graduations. Lots of parents and grandparents showed up to the K graduation. Dr. Peterson believes that having risers and a PA system would greatly help these events in the gym. Dr. Gayle also attended the Kindergarten and 8th grade graduations.

Motion: Approve the following consent agenda items:

- **Hires - Resignations – Terminations – Non-Renewals**
 1. **Jemma Wahl, MS teacher (effective 6-8-18)**
 2. **Kristen Raaen, MS teacher (effective 6-8-18)**
 3. **Joshua Feicht, Latin teacher (effective 6-8-18)**
 4. **Jennifer Lee, Student support/Instructional coach (effective 7-10- 18)**
 5. **Alex Hobart, 2nd grade teacher (effective 8-15-18)**
 6. **Julie Silvers Stewart, Special Ed teacher (effective 8-15-18)**
 7. **Justina Berstein, Special Ed teacher (effective 6-8-18)**
 8. **Joel Justin, Special Ed teacher (effective 6-8-18)**
 9. **Matt Bestler, Tech Coordinator (effective 6-8-18)**
 10. **Michelle Young, 4th grade teacher (effective 6-8-18)**
 11. **Renee Davis, SpEd para (effective 6-8-18)**
 12. **Stephan Shapiro, SpEd teacher (effective 8-15-18)**
 13. **Eric Watson, custodian (effective 6-18-18)**
- **Change in job assignment for Kristine Kempainen to 4th grade teacher (effective 8-15-18)**
- **Change in job assignment for Angela Dunn to Title 1 teacher (effective 8-15-18)**
- **Eliminate Instructional Technology Coordinator position for 2018-2019**

First Phillips Second Price Yes X(5) No _____ Abst _____

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

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

- **Director Report: Assessment and testing report by Mrs. Rowan for Friends of Education. She reported results from DDI testing for grades K-8 in math and F&P testing for grades K-5 in reading. Mrs. Rowan made recommendations on strategies to improve scores. MCA scores will be in soon and the board would like to have Mrs. Rowan come in and present them in an upcoming board meeting.**
- **Committee Report: The committee did not meet. No changes were made for the 2nd read of Policy 533. When Mrs. Hummel gets the audit results back, there may**

need to be some adjustments to the policy and a 3rd read. In Policy 504, in section II. E. 3., the word colored was removed before jeans.

- Motion: **Approve Policy 504 Student Dress and Appearance, 2nd Read.**

First Smitley Second Regehr Yes X(5) No _____ Abst _____

- Motion: **Approve Policy 533 Wellness, 2nd Read.**

First Smitley Second Regehr Yes X(5) No _____ Abst _____

2. ASPEN ACADEMY PRACTICES EXEMPLARY FINANCIAL AND OPERATIONAL MANAGEMENT.

Finance & Facility Committee (Wade Phillips/Rob Allison)

- Director Report: Dr. Peterson looked at 2 models for technology support services, in-house vs. outsourcing. He met with Advanced Imaging Systems who works with many of the surrounding districts currently. Outsourcing with AIS would provide higher quality support working with a team as opposed to working with an individual who is in-house, contract would be 12 months with 30 day out. By eliminating FTE 1.0 instructional technology position, there is no budget impact. A board member asked how we will know if it is helping/working. AIS could help with that as well as a staff survey. Another board member asked about wait time and where the call would be taken, if it is local or a call center somewhere. Dr. Peterson will ask when he speaks to them on Thursday. There are local staff in the area that would come to school for support, if needed. Another question was raised about the times and after-hours fees in the contract. Dr. Peterson will speak to AIS about changing the time from 8 to 5 to 7-4 and ask that the after-hour fee be \$150/hour instead of \$225 before signing the contract.
- Motion: **Authorize interim director to enter into contractual agreement with Advanced Imaging Systems for managed instructional technology support for the 2018-2019 school year.**

First Phillips Second Regehr Yes X(5) No _____ Abst _____

- **Committee Report:** The committee just met before the board meeting. The FY18 budget was reviewed. DSCR will be higher than previous thought due to the decrease in budget deficit. The lease aid was calculated higher than actual which helped the bottom line. FY19 was reviewed. Will review again in the fall when enrollment numbers are in. Facility was not discussed, Kou Vang was unable to attend. Technology budget was discussed with the tech staff and will be spent appropriately. See meeting minutes for more information.

Presentation of Financials by Mike Pocrnich. 92% of the financial year is done. DSCR is 1.10, DCOH is 79, both at or above the bond covenant numbers. Budget is as accurate as it will be, gym curtain bill is still coming. Curtain was installed last week. Fund balance will be 32%. Budget increased to 5.22 million due to reduction of lease expenses. There were no questions on the check register.

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

First Phillips Second Regehr Yes X(5) No _____ Abst _____

- Motion: **Approve the revised FY18 budget.**

First Phillips Second Smitley Yes X(5) 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 to report at this time.
- Committee Report: The committee did not meet. The board will continue to seek out community board members. Each year the Friends of Aspen Academy board needs to be approved by the Aspen board. Jeff Roark is a current Aspen parent and a new member of the board, pending a clear background check.
- Motion: **Approve the Friends of Aspen Academy board consisting of Rachel Mong as chair, Jeff Reistad as Treasurer and Jeff Roark as Secretary pending background check, effective July 1, 2018.**

First Price Second Phillips Yes X(5) No _____ Abst _____

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 to report at this time.
- Committee Report: The committee did not meet.

Strategic Planning Committee (Andrew Price/Misty Schutrop)

- Director Report: Nothing to report at this time.
- Committee Report: The committee did not meet.
- **Adjournment at 7:09pm**
- First Regehr Second Smitley Yes X(5) No _____ Abst _____