



BOARD MEETING MINUTES

Date: September 18, 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 6:00pm**

In attendance Stephanie Smitley, Connie Gayle, Wade Phillips, Misty Schutrop, Diane Sterna, Victoria Regehr, Andrew Price

Authorizer Comments Liz Wynn in attendance

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 with changes.**

First Sterna Second Phillips Yes X(4) No _____ Abst _____

• Motion: **Approval of Special Meeting Minutes** (August 30, 2018).

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

ASPEN ACCOLADES (Dr. Gayle): ACC for hard work on the upcoming fundraiser.

Motion: Approve the following consent agenda items:

- **Hires - Resignations – Terminations – Non-Renewals**
 - Lynn Steichen, para (effective 8-24-18)
 - Bryce Corrow, PE teacher (effective 8-27-18)
 - Dan Gockowski, MS English (effective 8-27-18)
 - Dave Frisell, PE teacher (effective 9-4-18)
 - Malyun Ibrahim, para (effective 9-5-18)
 - Ahsley Dahl, para (effective 9-10-18)
 - Rahmo Omar, para (effective 9-14-18)
 - Allyson Jelinski, 3rd grade teacher (effective 9-20-18)
 - Kim Frisell, 3rd grade teacher (effective 9-19-18)
 - Timothy Spika, para (effective 9-20-18)
- **Donations**
 - Chuck and Don's, \$500
 - Prior Lake Optimist Club, \$5,000

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

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

Program Services Committee (Diane Sterna/Victoria Regehr)

Presentation by Maggie Rowan on MCA data.

- Mrs. Rowan gave an overview of MCA scores from each grade level. The data is available through the Minnesota Report Card found. 3rd & 4th made gains in both math and reading, 6th & 7th made gains in reading, 5th grade and the other middle school classes showed declines in their scores.
- Will work on identifying those 6th graders who are new to Aspen that may need more support earlier, have 8th grade use Study Island for science to get ready for MCA, 5th grade will use Study Island instead of iXL for math practice as well as science.
- Goals are taken from charter contract (info can also be found in the annual report): need 5.85% increase in math, about 3%/year growth, need 6.1% in reading, about 4%/year and .45% in Science to reach goal 1. Goal 2: 3rd grade students' reading scores need 14.4% more, 8%/year. Goal 3: z score has been met, growth is still happening. Goal 4: Supgroup gaps have a ways to go especially for SpEd students. Grade level goals this year will focus on math based on growth using FastBridge benchmarks.

- Math and reading tests will be taken 3 times a year, September, January and end of year for grades K-5 with FastBridge. Will have a 3rd data point and test is adaptive. 6-8 will take ACT Aspire in reading and English.
 - What do we need? Have data meetings earlier, targeted services will focus on 3rd-5th grade before MCAs, assessment data in January. Look into ways to help teachers get what they need and MS students that are not Title 1 that need targeted services.
 - Admin is using “Data Days” to look at how the data can drive PD, guided reading instructor from FoE will be available for teachers.
 - Board would like a report in between now and the end of the year to check in and see if additional support/money is needed.
 - Liz Wynn suggested some money be put to middle school support since that is a need.
- Director Report: Now that school as started Dr. Gayle and the admin team are looking at a lot of things. They are using the Friends of Education report from April to drive decisions, curriculum and instruction. They are looking at the exceed section and not just the meets section of the report.
 - Committee Report: Committee has not met.

2. ASPEN ACADEMY PRACTICES EXEMPLARY FINANCIAL AND OPERATIONAL MANAGEMENT.

Finance & Facility Committee (Wade Phillips/Rob Allison)

- Director Report: Enrollment and facility update was given at the committee meeting prior.
- **Committee Report:** The committee met prior to the board meeting at 4:30. Enrollment data was given. Projected was 570, now is 558, budgeted for 550 so we are meeting our goal. Budget highlights – need to modify some expenditures, surplus of about \$40,000, look at instructional supplies and if they are coded correctly and review software utilization. DSCR is looking good at 1.12. There was a deficit of over \$100,000 projected last year, so we are looking good financially. Friends of Aspen account looks good. After Oct 1 and enrollment is more settled, will look at FY19 again with a potential budget revision for the board at the Oct meeting. Facility – the City of Savage will be out tomorrow to approve the final certificate of occupancy so the remaining fund held by the city can be released. The committee reviewed the service animal policy.

Presentation of Financials by Mike Pocrnich – Only have had 2 months of activity. He will check to make sure items are in the correct bucket and coded correctly. No questions of the check register.

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

First Phillips Second Regehr Yes X(6) No _____ Abst _____

Board would like to see if language could be added to the service animal policy that states the school requires certification. That will be looked into prior to the 2nd read.

- Motion: **Approve Policy 808 Service Animals, 1st read.**

First Sterna Second Smitley Yes X(6) No _____ Abst _____

- Motion: **Approve the contract with Joy Fehring for SpEd services.**

First Smitley Second Sterna Yes X(6) 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.

- Motion: **Approve the 2018-2019 Student/Parent Handbook, 2nd Read**

First Smitley Second Phillips Yes X(6) No _____ Abst _____

- Committee Report: The committee has not met. Board election will be November 19, during conferences. Applications are due Oct 12 so they can get out to the community 30 days prior to the election. We are looking for 1 parent, 2 teachers and 2 community members. We have been looking for community members but have been unsuccessful.

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: Dr. Gayle and Mrs. Rowan attended the Prior Lake Community Fest. Dr. Gayle was invited to the rotary for lunch. She will seek out potential community board members there.

- Committee Report: The committee has not met but is working on a date.

Strategic Planning Committee (Andrew Price/Misty Schutrop)

- Director Report: Dr. Gayle worked on the goal section of the Annual Report. It was left similar to last year's with some updates.
- Committee Report: The committee met and will work on a joint meeting with the Marketing committee.

Mrs. Rowan worked many hours on the annual report. Misty and Stephanie gave her some final edits to make before the submission.

- Motion: **Approve the 2018 Annual Report and World's Best Workforce Report, pending edits.**

First Price Second Regehr Yes X(6) No _____ Abst _____

Dr. Gayle gave the board a handout with board training opportunities. She will keep the board abreast of any other opportunities coming up.

- **Adjournment at 7:19pm** _____

- First Phillips Second Sterna Yes X(6) No _____ Abst _____