



BOARD MEETING MINUTES

Date: March 19, 2019 Time: 6:00pm Location: Media Center

School Board Norms of Engagement 2019 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 Misty Schutrop, Stephanie Smitley, April Schafer, Jake Mehrhoff, Victoria Regher, Rob Allison, Andrew Price, Stephanie Peterson, Michael Faulise, Connie Gayle, Diane Sterna

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 with changes.**

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

• Motion: **Approval of Minutes** (February 19, 2019).

First Smitley Second Schafer Yes X(10) No _____ Abst _____

ASPEN ACCOLADES (Dr. Gayle): Mrs. Penny and Joy Fehrig for the Family Fun Night. Charlene, our night custodian, for her willingness to stay and help with the water leakage in the building.

Presentation by Middle School

- Mrs. Strand presented on behalf of the MS teachers. She was joined by Ms. Carey, Mr. Usem and Mr. Gockowski.
- Fun things so far: Youth Frontiers Retreat for 7th & 8th, Brag Tag exchanges, Read-A-Thon, Pi Day, student led tournaments/games on early release days.
- Challenges have been change to behavior system, consistent discipline with staff changes, positives having Mr. Saunders and Mrs. Penny work with MS, need Go Guardian on the Chromebooks, no student council this year, no electives and little flexibility.
- Thanks to Mrs. Meier and Ms. Carey for their extra work this year being the 2 returning staff.
- Upcoming events: Science Fair April 19, Dress like a Roman Day April 21, Advisory Olympics and 8th grade graduation
- Looking ahead: curriculum, scheduling which Dr. Gayle is working on with electives, young adult books, need Chromebooks available for at least 1 more full class.

Thank you Middle School teachers for a great presentation.

Motion: Approve the following consent agenda items:

- **Hires - Resignations – Terminations – Non-Renewals**
 - Kim Veldhuizen, lunchroom (effective 2-25-19)
 - Majken Elsberry, Art Teacher (effective 3-8-19)
 - Denise Bunkert, Art Teacher, (effective 3-4-19)
 - Alyssa Diiioia, part-time para (effective 3-8-19)
 - Heidi Sandmeier, Social Worker (effective 3-15-19)
 - Tia Lubinski, Building sub (effective 3-18-19)
 - Ashley Dahl, SpED para (effective 3-13-19)

First Smitley Second Sterna Yes X(10) No _____ Abst _____

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

Program Services Committee (Diane Sterna/Stephanie Smitley/Victoria Regehr/Jake Mehrhoff)

- Committee Report: The committee met March 13th for the annual review of 3 policies. Only a few minor wording changes were made throughout each of them. Will

double check to make sure the Human Rights Officer is posted. See the minutes on the website for more information.

- Motion: **Approve Policy 505 Distribution of Nonschool-Sponsored Materials on School Premises by Student and Employees, 1st Read**

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

- Motion: **Approve Policy 522 Student Sex Nondiscrimination, 1st Read**

First Sterna Second Smitley Yes X(10) No _____ Abst _____

- Motion: **Approve Policy 413 Harassment and Violence, 1st Read**

First Smitley Second Regher Yes X(10) No _____ Abst _____

2. ASPEN ACADEMY PRACTICES EXEMPLARY FINANCIAL AND OPERATIONAL MANAGEMENT.

Finance & Facility Committee (Rob Allison/Michael Faulise)

- Director Report: Enrollment update. We are at 547, just 3 under our budgeted 550. Christine is still trying to fill those spots with students on the waitlist. The 5th section of incoming Kindergarten is full with about 60 on the waitlist.
- **Committee Report:** The committee met before the board meeting. Reviewed: budget highlights – DSCR is 1.16, DCOH is 60/103. SpEd money is coming in later. Budget will need to reflect that. Facility update: downspouts will be looked at during Spring break, music room wall was wet again after rain and snow melt. Enrollment update (see above). Needs for next year – tech, have priorities done in May. Work on next year’s budget next month.
Presentation of Financials by Mike Pocrnich – 67% of the fiscal year is complete, revenues at 65%, expenditures at 67%. SpEd impacts finances temporarily until money comes in, could be 12 to 18 months before total reimbursement. No questions on the check register. 990 will be reviewed next month.
- Motion: **Approve the February check register.**

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

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

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

- Committee Report: Has not met. Will meet next month to review annual policies. Liz Wynn visited school last week for the annual FoE visit. She emphasized the importance of board training. There is the mandatory data privacy training board members must take, the new member training and if there is anything else you would like training on, let Misty know.
For the annual report, Aspen must have a professional development plan for non-licensed administrators that is board approved.

- Motion: **Approve Jennifer Lee's Professional Development Plan for non-licensed administrators.**

First Smitley Second Allison Yes X(10) 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 (Andrew Price/April Schafer)

- Committee Report: Did not meet. Next meeting April 24th.

Strategic Planning Committee (Andrew Price/Michael Faulise/Stephanie Peterson)

- Committee Report: Met last week to discuss details of an upcoming board working session. Andrew spoke to a possible facilitator who gave a detailed bid. Michael will speak to her and flush out what type of facilitator tools she uses. Tentative dates are May 10 and 11. Location and times TBD.

Recess at 7:37pm

SPECIAL CLOSED BOARD MEETING

- **CALL TO ORDER AT 7:48pm**

In attendance Diane Sterna, Michael Faulise, Stephanie Peterson, Andrew Price, Rob Allison, Victoria Regher, Jake Mehrhoff, April Schafer, Stephanie Smitley, Misty Schutrop

- **Motion to close the meeting for the purpose of the director agreement review and approval.**

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

Discussion: Director agreement review and approval.

- **Motion to go back to open session.**

First Regher Second Schafer Yes X(10) No _____ Abst _____

- **Motion: Approve the 2-year Executive Director agreement.**

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

- **Adjournment at 8:21pm**

- First Regher Second Peterson Yes X(10) No _____ Abst _____