



BOARD MEETING MINUTES

Date: April 16, 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 6:05pm**

In attendance Rob Allison, Michael Faulise, Stephanie Smitley, Stephanie Peterson, Diane Sterna, Jake Mehrhoff, Misty Schutrop, Andrew Price, Connie Gayle

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 edits.**

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

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

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

ASPEN ACCOLADES (Dr. Gayle): Angela Dunn and Rachel Gulachek for working on testing and filling in as subs when needed.

Presentation by Kindergarten

- Mrs. Smitley shared that Kindergarten is working on subtraction in math, will be learning about the Earth for Earth Day, Native American unit is coming up with the Wacipi, there was a new phonics program this year from Fountis & Pinnell that has been a lot of prep, but nice to be consistent across classrooms.
- Mrs. Dyer shared that Kinder is reading Velveteen Rabbit and Winnie the Pooh toward the end of the year. K just went on a field trip yesterday to the Children’s Museum, some kids said it was the best trip EVER!
- Mrs. Thomas shared the teachers were able to do a whole day of guided reading training so we could start implementing it this year and then be ready to go in the fall. Need more leveled book, which are coming next year. K team has started using Engaging Readers that Mrs. Japel found that gives detailed lesson plans based on weekly books.
- Ms. Boie shared that we would love training in the new curriculum, Singapore math for new teachers. Great to have technology on the schedule for specialists but would like more frequently.
- Need listening centers so students can listen to a book and hold it instead of reading books on the computer. Love doing 4th grade buddies. Going from 4 to 5 sections, need to make sure supplies are ready, common planning time.

Thank you, Kindergarten!

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

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

- Director Report: Dr. Gayle is working on the curriculum budget for next year. Looking like a 3-year plan to phase in and update curriculum. 3rd-8th will get writing, K-4 Words Their Way, new math K-8, social studies 3-6 and guided reading books K-2.
- Committee Report: The committee will meet tomorrow with Governance. There were no changes to the policies for a 2nd read.
- Motion: **Approve Policy 505 Distribution of Nonschool-Sponsored Materials on School Premises by Student and Employees, 2nd Read**

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

- Motion: **Approve Policy 522 Student Sex Nondiscrimination, 2nd Read**
 First Allison Second Smitley Yes X(8) No _____ Abst _____
- Motion: **Approve Policy 413 Harassment and Violence, 2nd Read**
 First Sterna Second Smitley Yes X(8) No _____ Abst _____

2. ASPEN ACADEMY PRACTICES EXEMPLARY FINANCIAL AND OPERATIONAL MANAGEMENT.

Finance & Facility Committee (Rob Allison/Michael Faulise)

- Director Report: Enrollment and bussing update. Current enrollment is 542. Next year would like to maintain 630. With the current numbers for next year, this seems very doable. Tours are still taking place and people are still enrolling for next year. Busing will be done through Prior Lake -Savage district for in-district students. Busing times will significantly decrease. Start and end times will change. PLS will charge \$40,000 per bus for us to bus out-of-district students. The board decided having the 2 extra buses would be best to do 2 or 3 mega stops for those out-of-district families.
- Motion: **Approve the bussing plan for out-of-district families.**
 First Allison Second Faulise Yes X(8) No _____ Abst _____
- **Committee Report:** The committee met before the board meeting. They reviewed the FY19 budget, facility, FY20 budget along with curriculum plans for next year. Presentation of Financials by Mike Pocrnich – There’s been an increase in SpEd budget due to growth and with that more of our funding lags because of the schedule we get paid. That needs to be accounted for in the budget. Days Cash on Hand is at 49, funding should catch up by the end of October. 75% of the year is complete, \$58,000 deficit is anticipated. DSCR is 1.15, this is more important to keep over 1.10 than the DCOH. Board will need to approve FY19 again in either May or June. There were no questions on the check register. 990 – only issue was one box was checked no when it should have been yes for a professional fundraiser (Apex) last year. Change will be noted on the 990 and submitted. FY20 budget is based on enrollment of 616. There is a gap between lease aid and expenses. Fund balance is expected to be 28% and DSCR 1.16 based on past spending habits. High need next year for curriculum and training, 2 extra buses already accounted for in the budget.
- Motion: **Approve the March check register.**
 First Smitley Second Sterna Yes X(8) No _____ Abst _____

- Motion: **Approve Aspen's 990.**

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

- Motion: **Approve the FY20 budget.**

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

Allison left the meeting.

- Motion: **Approve the Teacher Pay Scale.**

First Smitley Second Peterson Yes X(7) No _____ Abst _____

At this time, it makes sense to hire these positions out instead of hiring in-house since we do not need these full time.

- Motion: **Approve the Strategic Staffing contract for Social Worker for the remainder of the school year.**

First Peterson Second Sterna Yes X(7) No _____ Abst _____

- Motion: **Approve Designs for Learning contract for 2019-2020.**

First Smitley Second Peterson Yes X(7) No _____ Abst _____

- Motion: **Approve Moving Matters contract for 2019-2020.**

First Smitley Second Peterson Yes X(7) No _____ Abst _____

- Motion: **Approve Integrative Therapy contract for 2019-2020.**

First Peterson Second Smitley Yes X(7) 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: Employee Handbook is being updated. Taking 2 different handbooks and combining into one. Will look at after they are combined and possibly in committee. New agreements will include documents specific to individuals that need to be turned into the office.
- Committee Report: Meeting tomorrow with Program Services.

- Motion: **Approve the New Teacher, Returning Teacher, New Non-license Staff and Returning Non-license Staff agreements for 2019-2020.**

First Smitley Second Peterson Yes X(7) 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)

- Director Report: The board looked over the logos, letterhead and crest/shield. Some board members felt the shield/crest looked too much like something a private school would use and would not help us get away from the community thinking we are a private school. The Aspen Academy with eagle logo could be used for sports. Some would like to see the original font used that is on our current letterhead and the building. Logos will be looked at again with some changes.
- Committee Report: Next meeting will be May 14th at 4:00.

Faulise left the meeting.

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

- Committee Report: They met in April to go over details of upcoming Strategic Planning board work session. Julie Goldsmith will facilitate. There will be an initial 2 hour meeting for planning. Board will meet May 10th 6-9 and May 11th 10-4 at the TAG office in St. Paul.

Summary of closed board meeting on March 19, 2019. The board discussed details of the 2-year Executive Director agreement. Next steps are self-evaluation, possibly one more closed session for the official evaluation and then the chair and vice-chair will meet with Dr. Gayle.

- **Adjournment at 7:44pm**
- First Smitley Second Peterson Yes X(6) No _____ Abst _____