



BOARD MEETING MINUTES

Date: May 21, 2019 Time: 6:00pm

Location: Media Center

School Board Norms of Engagement 2019 The Board of Aspen Academy will

Tenacity	<ul style="list-style-type: none"> form cohesion, cooperate, respectfully engage, listen effectively, and remain future minded.
High Expectations	<ul style="list-style-type: none"> keep students first, speak with one voice, operate as a governance board.
Integrity	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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 Misty Schutrop, Victoria Regehr, Stephanie Smitley, April Schafer, Stephanie Peterson, Diane Sterna, Rob Allison, Michael Faulise, Connie Gayle, Andrew Price, Jake Mehrhoff

Authorizer Comments Liz Wynn was 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 Regehr Second Faulise Yes X(10) No _____ Abst _____

- Motion: **Approval of Minutes** (April 16, May 10, May 11 and May 15, 2019).

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

ASPEN ACCOLADES (Dr. Gayle): Stephanie Peterson, Christi Heitzman, corporate sponsors, all who put time and effort into the new playground. Thank you! To the board for their work on the strategic planning process and their open communication.

Presentation by 2nd Grade

- Mrs. Behrens, Ms. Hobart and Ms. Rebers reviewed what a typical day in 2nd grade looks like.
- Starts with Guided Reading, currently ability grouping across the grade. Then move to Guided Math, also ability grouped at this time. Teachers are trying different types of instruction to meet the needs of their kids. They have recess and lunch. Then move to writing/spelling/grammar. They recently finished the insect project by taking notes, writing sentences and then paragraphs with cover page and bibliography. Specialists at noon, then community meeting – work on Rocket Math, handwriting. 2nd recess and snack time and then social studies or science. They have been learning the water cycle and life cycles of animals most recently.
- Needs are materials to teach curriculum to meet their students’ needs, materials, manipulatives.

Thank you 2nd grade!

Motion: Approve the following consent agenda items:

- **Hires - Resignations – Terminations – Non-Renewals**
 - Andrew Larson, Para (effective 4-29-19)
 - Rebekah Parker, Building sub (effective 5-20-19)

First Sterna Second Regehr 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 2 times. April 17 the committee reviewed policies 410 and 414. No changes were made to 414. The only change made to 410 was to remove wording on collective bargaining. May 1 the committee met to review the uniform guidelines. Wording was added and changes made to make the guidelines more clear. No changes were made to the policy.

- Motion: **Approve Policy 410 Family Medical Leave Act, 1st Read.**

First Sterna Second Regehr 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 – Current enrollment is 538. Next year budget is for 620, currently 673 are on the list to return. Only about 17 non-returners between 5th and 6th grade at this time. Bussee and Reid SpEd consulting is same as last year. Mental health consulting contract will provide parents access to mental health services through their insurance and they would also be available for crisis counseling to staff and students, if needed. Technology lease through Vantage Financial, equipment from CDWG. Half the Chromebooks will be higher end to do different type projects, other half will be simpler models. Fall fundraiser hopes to earn enough money to add more carts and new Smartboards.
- **Committee Report:** The committee met prior to the board meeting. Review of the FY19 and FY20 budget. Playground installation will be added to FY19 budget and a revision should be done at the June meeting. Mike found that Aspen can use funds from the Capital Repairs and Replacement funds that are put aside from the lease that can be used for facility upkeep, things like cracks in flooring, water damage, etc. He found we should have around \$50,000 by June with a max amount of \$500,000. Presentation of Financials by Mike Pocrnich – Not a lot going on with financials. 83% through the fiscal year, 84% revenue, 85% expenses. DSCR is 1.18 and DCOH is 92 w/receivables and 47 without. The credit card was stolen, bank caught it quickly and replaced cards. No questions on the check register. There was a question about the new state budget coming out with regards to SpEd money. Mike explained that more of the burden would fall to the state and less with the district.
- Motion: **Approve the April check register.**

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

- Motion: **Approve Bussee and Reid special education consulting contract for 2019-2020.**

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

- Motion: **Approve Bussee and Reid mental health consulting contract for 2019-2020.**

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

- Motion: **Approve the Vantage Financial technology lease beginning July 1, 2019.**

First Regehr Second Smitley 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)

- Director Report: Employee handbook will be coming next month.
- Committee Report: Committee did not meet. Dr. Gayle and Stephanie gave student/parent/guardian handbook edits to Melanie which is the current version in the drive.
- Motion: **Approve the Student/Parent/Guardian Handbook, 1st Read**
- First Smitley Second Regehr 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: The committee met May 14 with Christi. They looked at the logo/crest options. Christi will work over the summer to create templates for teachers to use so everything is consistent. She will be working with the website and should be done mid-July.

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

- Committee Report: There were several working meetings the board attended facilitated by Dr. Julie Goldsmith to facilitate the strategic planning process. They were very productive. Julie sent the draft of what the board worked on last night. The committee will look to meet in June.

- **Adjournment at** 7:00pm

- First Regehr Second Sterna Yes X(10) No _____ Abst _____