



## BOARD MEETING MINUTES

Date: October 15, 2019 Time: 6:00pm Location: Media Center

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

<b>Tenacity</b>	• form cohesion, cooperate, respectfully engage, listen effectively, and remain future minded.
<b>High Expectations</b>	• keep students first, speak with one voice, operate as a governance board.
<b>Integrity</b>	• 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.
<b>No Excuses</b>	• 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.
<b>Kindness</b>	• 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 Rob Allison, Stephanie Peterson, Michael Faulise, Connie Gayle, Misty Schutrop, Stephanie Smitley, Diane Sterna, April Schafer

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 amendments.**

First Sterna Second Allison Yes X(7) No \_\_\_\_\_ Abst \_\_\_\_\_

• Motion: **Approval of Minutes** (September 24, 25 and 27, 2019).

First Smitley Second Allison Yes X(7) No \_\_\_\_\_ Abst \_\_\_\_\_

**ASPEN ACCOLADES** (Dr. Gayle): Middle School “We” group presentations, MS THINK assembly participants and SpEd presentation made by students.

**Approve the following consent agenda items:**

- **Hires - Resignations – Terminations – Non-Renewals**

- Malyun Ibrahim, Para (effective 9-27-19)
- Leila Beya, Para (effective 9-24-19)
- Jenna Hatch, Para (effective 9-24-19)
- Nicole Harris, Para (effective 10-8-19)
- Malyun Ibrahim, Lunchroom (effective 10-14-19)

First Allison Second Schafer Yes X(7) No \_\_\_\_\_ Abst \_\_\_\_\_

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

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

- Presentation on FastBridge testing results by Angela Dunn and Rachel Gulachek
  - Title serves students in reading and math who need extra support, pulled during non-core instruction and are individual or small groups of 4 or less.
  - FastBridge is used 3 times a year for all students giving data points that are tracked by teachers. Data is also sent home to parents. Whole school results for Fall: Reading- K-1 using earlyReading, 66% met expectations, 2-8 79% met using aReading. Math – K-1 using early Math, 81% met and 2-8 using aMath, 81% met. FastBridge(FB) provides many different reports for teachers to use. This is one data point used to choose kids who are struggling for Title services.
  - Mrs. Dunn uses Progress Monitoring in FB for kids who aren't at grade level. Aspen also has 3 Minnesota Reading Corps tutors for K-3 and 1 Math Corps tutor for 4-8 starting in November.
  - Currently Mrs. Dunn is seeing 48 students K-3 and hoping to exit 4 students in the first 6 week period. Mrs. Gulachek is seeing 18 students K-6 in reading. MN Reading Corps is seeing 36 students K-3 individually everyday for 20 minutes and also progress monitoring each student. This is no cost to Aspen.
  - Mrs. Gulachek gives the Access test for ELs in February on the computer. ELs can also qualify for Title services. To exit the EL program a student must score over a 4.5 or 3.5 or higher in 3 of the 4 domains. Students that exit are still monitored for 2 years after.
  - Thank you to Mrs. Dunn and Mrs. Gulachek for going above and beyond gathering data at the beginning of school.

- Committee Report: The committee met October 7<sup>th</sup> to review policies. The Social Media policy is new to Aspen. The committee used updated MSBA policies to compare to Aspen's policies. Several changes were made to 524 and 616 due to the updates. The committee had a few questions for admin and will get answers to those before the 2<sup>nd</sup> read next month. See the minutes on the website for more information. A page in the Student/Parent/Guardian Handbook with contact information needed to be updated.
- Motion: **Approve Policy 535 Social Media, 1<sup>st</sup> Read**  
 First Smitley Second Sterna Yes X(7) No \_\_\_\_\_ Abst \_\_\_\_\_
- Motion: **Approve Policy 524 Technology Acceptable Use and Safety, 1<sup>st</sup> Read**  
 First Allison Second Faulise Yes X(7) No \_\_\_\_\_ Abst \_\_\_\_\_
- Motion: **Approve Policy 616 School System and Accountability, 1<sup>st</sup> Read**  
 First Smitley Second Sterna Yes X(7) No \_\_\_\_\_ Abst \_\_\_\_\_
- Motion: **Approve the Student/Parent/Guardian Handbook, 3<sup>rd</sup> Read**  
 First Peterson Second Smitley Yes X(7) No \_\_\_\_\_ Abst \_\_\_\_\_

**2. ASPEN ACADEMY PRACTICES EXEMPLARY FINANCIAL AND OPERATIONAL MANAGEMENT.**

**Finance & Facility Committee (Rob Allison/Michael Faulise)**

- Committee Report: Committee just met before the board meeting. They reviewed the FY20 budget, facility wise the fence will be repaired now that the brick wall has been fixed, reimbursement coming from the capital repairs/maintenance fund, current enrollment is 592 and FY20 needs. The money raised from the fundraiser will allow Aspen to purchase 4 new Smartboards, safety badges and allow for repair of existing Smartboards and/or to repurpose old computers that could be used in classrooms. See the minutes from the committee meeting on the website for more information. Presentation of Financials by Joseph Sovine – through 25% of the fiscal year, revenue is 21% and expenses at 17%. Will keep an eye on DCOH at 23 and 59 with receivables, DSCR is .97. Some line items are running over for this time of year, mostly due to being items needed at the beginning of the year and expenses from the repairs/maintenance fund. No questions on the check register.
- Motion: **Approve the September check register.**  
 First Allison Second Smitley Yes X(7) No \_\_\_\_\_ Abst \_\_\_\_\_

- Motion: **Approve the FY19 audit.**

First Smitley Second Allison Yes X(7) No \_\_\_\_\_ Abst \_\_\_\_\_

- Motion: **Approve increasing class sizes K-4 to 23 students and 25 students in 5-8.**

First Allison Second Faulise 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)

- Committee Report: Election will be November 18 5:30-7:30, during conferences in the lobby. Andrew will staff it and ask for volunteers. The candidate packet will go out tomorrow or Thursday. 30 days is needed from the time the packet goes out until the election date. Original date of Nov 12 had to be changed. Time to start thinking about officer positions for next year and how to more adequately prepare any new members.

### **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: Christi Heitzman will be working the Boo Bash on Oct 26 in Savage then Connie will work with her to prioritize marketing strategies.
- Committee Report: The committee did not meet.

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

- Director Report: The annual report was a joint effort of Dr. Gayle, Mrs. Jiskra and Mrs. Lee. It was very aesthetically pleasing and succinct with all of the appropriate information. Thank you!
- Motion: **Approve the 2019 Annual Report and World's Best Workforce report.**

First Sterna Second Smitley Yes X(7) No \_\_\_\_\_ Abst \_\_\_\_\_

- Committee Report: The committee did not meet.

- **Adjournment at 6:54pm**

- First Smitley Second Peterson Yes X(7) No \_\_\_\_\_ Abst \_\_\_\_\_