



## BOARD MEETING MINUTES

Date: August 18, 2020 Time: 6:00pm

Location: Media Center, By Zoom:  
 Meeting ID: 953 1782 7550  
 Password: 9Tz6T8

### School Board Norms of Engagement 2020 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 6:13pm**

In attendance Rob Allison, Stephanie Smitley, Andrew Price, Connie Freitag, Misty Schutrop, Stephanie Peterson, Michael Faulise, April Schafer

Authorizer Comments Shannon Hinz from Friends of Education attended.

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**

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

**Roll Call:** Rob Allison Yes X No \_\_\_\_  
Stephanie Peterson Yes X No \_\_\_\_  
Andrew Price Yes X No \_\_\_\_  
Stephanie Smitley Yes X No \_\_\_\_

Michael Faulise Yes X No \_\_\_\_  
April Schafer Yes X No \_\_\_\_  
Misty Schutrop Yes X NO \_\_\_\_

- Motion: **Approval of Minutes** (Special meetings July 13th and July 28th, 2020).

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

**Roll Call:** Rob Allison Yes X No \_\_\_\_  
Stephanie Peterson Yes X No \_\_\_\_  
Andrew Price Yes X No \_\_\_\_  
Stephanie Smitley Yes X No \_\_\_\_

Michael Faulise Yes X No \_\_\_\_  
April Schafer Yes X No \_\_\_\_  
Misty Schutrop Yes X NO \_\_\_\_

**ASPEN ACCOLADES** (Dr. Freitag): Melane, Eric, Jean, Diane, Jodi and Julie for spending nights at school, not seeing daylight trying to prep for all 3 models. Connie is very appreciative. Ms. Peterson would like to thank Connie and her helpers for boxing up her classroom and moving it. She has colon cancer, having surgery Aug 27<sup>th</sup> and hopeful that will be all the treatment needed.

**Approve the following consent agenda items:**

- **Hires - Resignations – Terminations – Non-Renewals**
  - Malyun Ibrahim, Lunchroom (effective 8-6-20)
  - Tamara Weller, Art (effective 8-3-20)
  - Emily Dalsin, Teacher (effective 8-1-20)
  - Leila Beya, Para (effective 8-4-17)
  - Teresa Ausland, Lunchroom (effective 8-17-20)
  - Karilyn Adams, Teacher (effective 8-17-20)
  - Taylor Kruse, Teacher (effective 8-17-20)
  - Lea Brynestad, Art (effective 8-17-20)
  - Johanna Haseltine, Teacher (effective 8-17-20)
  - Julie Silvers-Stewart, SpEd teacher (effective 8-18-20), resignation from board

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

**Roll Call:** Rob Allison Yes X No \_\_\_\_  
Stephanie Peterson Yes X No \_\_\_\_  
Andrew Price Yes X No \_\_\_\_  
Stephanie Smitley Yes X No \_\_\_\_

Michael Faulise Yes X No \_\_\_\_  
April Schafer Yes X No \_\_\_\_  
Misty Schutrop Yes X NO \_\_\_\_

**Program Services Committee (Smitley)**

- Director Report: Moved discussion to Finance. Discuss continuing to over enroll students and update on back to school plan.  
The board discussed the types of masks that would be appropriate for students to wear. After some discussion, the board decided to allow any solid color mask. Friends of Education strongly suggested Aspen adopt a face coverings policy. The board approved a first read and it will go to committee before the September board meeting.
- Motion: **Approve any type of face coverings as long as it is a solid color.**

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

**Roll Call:** Rob Allison Yes X No \_\_\_\_\_ Michael Faulise Yes X No \_\_\_\_\_  
Stephanie Peterson Yes X No \_\_\_\_\_ April Schafer Yes X No \_\_\_\_\_  
Andrew Price Yes X No \_\_\_\_\_ Misty Schutrop Yes X NO \_\_\_\_\_  
Stephanie Smitley Yes X No \_\_\_\_\_

- Motion: **Approve Policy 504.5 Face Coverings, 1<sup>st</sup> Read**

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

**Roll Call:** Rob Allison Yes X No \_\_\_\_\_ Michael Faulise Yes X No \_\_\_\_\_  
Stephanie Peterson Yes X No \_\_\_\_\_ April Schafer Yes X No \_\_\_\_\_  
Andrew Price Yes X No \_\_\_\_\_ Misty Schutrop Yes X NO \_\_\_\_\_  
Stephanie Smitley Yes X No \_\_\_\_\_

- Committee Report: The committee did not met.

**Finance & Facility Committee (Allison/Faulise/Schutrop/Price)**

- Director Report: Bussing will stay the same as last year through Prior Lake. PL would not allow us to go over 50% capacity so we needed to add an 8<sup>th</sup> bus. PL also did not approve us to use another bus company so we could do busing on our own.
- Motion: **Approve Sterling Bank as designation for depositories for Aspen Academy.**

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

**Roll Call:** Rob Allison Yes X No \_\_\_\_\_ Michael Faulise Yes X No \_\_\_\_\_

Stephanie Peterson Yes X No \_\_\_\_\_  
Andrew Price Yes X No \_\_\_\_\_  
Stephanie Smitley Yes X No \_\_\_\_\_

April Schafer Yes X No \_\_\_\_\_  
Misty Schutrop Yes X NO \_\_\_\_\_

- Motion: **Approve Mike Pocrnich or his designee as at The Anton Group as the delegation of Authority to make electronic funds transfer for Aspen Academy.**

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

**Roll Call:** Rob Allison Yes X No \_\_\_\_\_  
Stephanie Peterson Yes X No \_\_\_\_\_  
Andrew Price Yes X No \_\_\_\_\_  
Stephanie Smitley Yes X No \_\_\_\_\_

Michael Faulise Yes X No \_\_\_\_\_  
April Schafer Yes X No \_\_\_\_\_  
Misty Schutrop Yes X NO \_\_\_\_\_

Committee Report: Financials by David Kloskin – Audit field work is complete. Ended the year with a \$47,000 surplus, audit found \$7,900 that was coded for SpEd but was not SpEd, new vendor for 1 student. PPP application was submitted June 30<sup>th</sup>, Aspen received about \$600,000. 90% can be forgiven, will remain as revenue on the balance sheet. 8% of the way through the fiscal year, 14% on revenue due to PPP, 4% on expenditures, fund balance 23%, DSCR 1.31. With regards to PPP, banks are beginning to accept applications for forgiveness, Dave will be working on it. There were no questions on the check registers.

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

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

**Roll Call:** Rob Allison Yes X No \_\_\_\_\_  
Stephanie Peterson Yes X No \_\_\_\_\_  
Andrew Price Yes X No \_\_\_\_\_  
Stephanie Smitley Yes X No \_\_\_\_\_

Michael Faulise Yes X No \_\_\_\_\_  
April Schafer Yes X No \_\_\_\_\_  
Misty Schutrop Yes X NO \_\_\_\_\_

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

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

**Roll Call:** Rob Allison Yes X No \_\_\_\_\_  
Stephanie Peterson Yes X No \_\_\_\_\_  
Andrew Price Yes X No \_\_\_\_\_  
Stephanie Smitley Yes X No \_\_\_\_\_

Michael Faulise Yes X No \_\_\_\_\_  
April Schafer Yes X No \_\_\_\_\_  
Misty Schutrop Yes X NO \_\_\_\_\_

Dr. Freitag would like to extend the date of the over enrolling strategy from Aug 14<sup>th</sup> to continue through the first quarter because it allows for more flexibility with families changing models. Lots of families are choosing homeschooling, all online schools or private schools.

- Motion: **Approve the extension of over enrolling until November 12<sup>th</sup>.**

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

**Roll Call:** Rob Allison Yes X No \_\_\_\_\_ Michael Faulise Yes X No \_\_\_\_\_  
 Stephanie Peterson Yes X No \_\_\_\_\_ April Schafer Yes X No \_\_\_\_\_  
 Andrew Price Yes X No \_\_\_\_\_ Misty Schutrop Yes X NO \_\_\_\_\_  
 Stephanie Smitley Yes X No \_\_\_\_\_

Dr. Freitag was disappointed to learn yesterday that Aspen would not be able to fully open as planned. She learned the Prior Lake-Savage district complained to the county that we were allowed to fully open and they were not even though Aspen was given clearance by the Minnesota Department of Health. The county contacted MDH and they then went back on their original decision. Dr. Freitag contacted the county and MDH in an attempt to try and get Aspen back to fully open. Now that Aspen must be hybrid, the question is do we go hybrid or switch to fully distance knowing Scott County is only a few points away from distance? It is difficult to switch between models so we will not be switching back and forth. Once we are distance learning, we would stay that way until numbers are down for a longer period of time. Cases were going down the last few weeks, but cases in children were going up. The board decided it would be best to have students in school with a hybrid model until the numbers change.

- Motion: **Approve moving to the hybrid model based on current cases in Scott County and giving authority to the director to change models.**

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

**Roll Call:** Rob Allison Yes X No \_\_\_\_\_ Michael Faulise Yes X No \_\_\_\_\_  
 Stephanie Peterson Yes X No \_\_\_\_\_ April Schafer Yes X No \_\_\_\_\_  
 Andrew Price Yes X No \_\_\_\_\_ Misty Schutrop Yes X NO \_\_\_\_\_  
 Stephanie Smitley Yes X No \_\_\_\_\_

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

- **Motion:** Approve the following: The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Director recommends the Board authorize Connie Freitag to act as the Identified Official with Authority (IOwA) for Aspen Academy 4184-07.

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

**Roll Call:** Rob Allison Yes X No \_\_\_\_  
Stephanie Peterson Yes X No \_\_\_\_  
Andrew Price Yes X No \_\_\_\_  
Stephanie Smitley Yes X No \_\_\_\_

Michael Faulise Yes X No \_\_\_\_  
April Schafer Yes X No \_\_\_\_  
Misty Schutrop Yes X NO \_\_\_\_

- Committee Report: The committee will meet next Thursday to review dates for the board election, director evaluation, bylaws and charter renewal update. Beth said staff does not need to vote on bylaw changes unless there is a change in the governance model which there is not. Only looking at changing the timing of elections and when board member terms begin and end.

**Marketing and Community Engagement Committee (Price/Schafer)**

- Committee Report: Did not meet.

**Strategic Planning Committee (Price/Peterson/Allison/Petrenko)**

- Committee Report: Did not meet.

Summary of closed board meeting July 28, 2020- The board reviewed the results of the investigation, questions were asked and answered with the help of the investigator, the investigation was closed and no further action will be taken.

- **Adjournment at 8:11pm**
- First Smitley Second Peterson Yes X(7) No \_\_\_\_\_ Abst \_\_\_\_\_

**Roll Call:** Rob Allison Yes X No \_\_\_\_  
Stephanie Peterson Yes X No \_\_\_\_  
Andrew Price Yes X No \_\_\_\_  
Stephanie Smitley Yes X No \_\_\_\_

Michael Faulise Yes X No \_\_\_\_  
April Schafer Yes X No \_\_\_\_  
Misty Schutrop Yes X NO \_\_\_\_