



BOARD MEETING MINUTES

Date: October 20, 2020 Time: 6:00pm

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

School Board Norms of Engagement 2020 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 Misty Schutrop, Rob Allison, Kelsey Carlson, Andrew Price, Stephanie Peterson, Connie Freitag, Michael Faulise, Stephanie Smitley

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**

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

Roll Call: Rob Allison Yes X No _____
 Stephanie Peterson Yes X No _____

Michael Faulise Yes X No _____
 Misty Schutrop Yes X No _____

Andrew Price Yes X No _____
Kelsey Carlson Yes X No _____

Stephanie Smitley Yes X No _____

- Motion: **Approval of Minutes** (September 15th, 2020).

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

Roll Call: Rob Allison Yes X No _____

Stephanie Peterson Yes X No _____

Andrew Price Yes X No _____

Kelsey Carlson Yes X No _____

Michael Faulise Yes X No _____

Misty Schutrop Yes X No _____

Stephanie Smitley Yes X No _____

ASPEN ACCOLADES (Dr. Freitag): Angela Dunn for her excellent work on the data report to Friends of Education and Stephanie Smitley for her work on the charter application for Friends. Aspen was awarded a contract for 5 more years, the most a charter can receive.

Approve the following consent agenda items:

- **Hires - Resignations – Terminations – Non-Renewals**
 - Amanda Rhode, Para (effective 9-12-20)
 - Terry Westfall, SpEd (effective 9-29-20)
 - Sara Berkness, EA (effective 10-1-20)

First Allison Second Carlson Yes X(7) No _____ Abst _____

Roll Call: Rob Allison Yes X No _____

Stephanie Peterson Yes X No _____

Andrew Price Yes X No _____

Kelsey Carlson Yes X No _____

Michael Faulise Yes X No _____

Misty Schutrop Yes X No _____

Stephanie Smitley Yes X No _____

Program Services Committee (Smitley/Carlson)

- Director Report: Data presentation by Angela Dunn using beginning of the year data from Fastbridge, Fountas & Pinnell reading (comprehension & level), CBM reading (fluency & accuracy), BAR (Becoming a Reader).
 - Goals for this school year: 70% K-2 score Low risk or exceeds on Fastbridge reading, 70% Meets or Exceeds in MCA reading in 3rd grade, 75% 3-8th score Meets or exceeds in MCA reading, reduce % of students scoring partially meets and increase students scoring meets or exceeds on MCA reading.
 - Research suggesting students in grades K-2 are showing a loss of 2 to 4 months due to Covid. 3rd and up have better retention.

- Full data graphs were provided to the board and reviewed. The following is a summary.
- Reading – Average K-2: 59% low risk, 27% some risk, 5% high risk. 3rd-8th: 78% low risk, 22% some and high risk.
- Math – K-1 has 71%, 21% and 8%. 2-4 has 74%, 26% and 5-8 has 77%, 23%. Students fairing better in math than reading.
- Comparing data between 2019 and 2020, most grade levels decreased in reading (4th, 6th, 7th increased or stayed same). Math was similar.
- Comparing data with/in classes (example last year's K to this year's 1st, same students, minus those that have moved or are new) – Reading: Lower grades show lower scores than previous year, 3rd and up are either even or a little bit higher. Math: Most grades scored lower than previous year with 1 & 2 showing greater discrepancy, 7th grade was higher.
- Aspen is prepared to meet these goals. Have math interventionists, 2 EL teachers, 4 reading corps teachers (1 specifically for K), 1 math corps for 4th-8th, SpEd department, new curriculum for K-1, monthly team data meetings. Will be comparing distance learners with hybrid learners internally.

Thank you Mrs. Dunn!

- Committee Report: The committee met October 7th to review 3 policies up for annual review. MSBA updated their model policy 522. It was much different and longer than their previous policy. The committee "Aspenized" it, changing superintendent to director, adding the Title IX coordinator, etc. In 524, only a few small changes were made. One being that there will not be an actual Technology Use Agreement. It will be included with the signing of the Parent/Student Handbook on the Google form. There were no changes made to policy 616. A comment was made that policy 413 has similar language and will most likely need to be updated also.

- Motion: **Approve Policy 522 Sex Nondiscrimination, Grievance Procedure and Process, 2nd Read**

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

Roll Call: Rob Allison Yes X No _____ Michael Faulise Yes X No _____
 Stephanie Peterson Yes X No _____ Misty Schutrop Yes X No _____
 Andrew Price Yes X No _____
 Kelsey Carlson Yes X No _____ Stephanie Smitley Yes X No _____

- Motion: **Approve Policy 524 Technology Use and Safety.**

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

Roll Call: Rob Allison Yes X No _____ Michael Faulise Yes X No _____
 Stephanie Peterson Yes X No _____ Misty Schutrop Yes X No _____
 Andrew Price Yes X No _____

Kelsey Carlson Yes X No _____

Stephanie Smitley Yes X No _____

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

- Director Report: Wait list for next year has about 65 kids on it already. Encouraging those who are able to make a change this year rather than wait until next year, if there are openings.
- Committee Report: Committee met before the board meeting, current budget was reviewed with revised ADM at 630, looked at current enrollment numbers, no issues with facilities and update on PPP loan spending and forgiveness application. Presentation of Financials by David Kloskin – revised budget is based on 630 ADM, conservative since enrollment at this time looks to be around 654. Budget includes PPP loan, CRF and CARES money, showing a (\$600,000 surplus). Aspen is 25% of the way through the fiscal year, DSCR 1.31, days cash on hand 104. \$144,000 CRF money has been spent, had to be spent by Dec 31. CARES money can be spent through 2022. PPP loan proceeds about \$613,000, should be in good standing even if we have to pay back 10%. Sterling is currently accepting loans. David will look into submitting paperwork in December. Sterling has 90 days then to let us know how much will be forgiven. Kudos to Dave, Connie and Mike for managing the Covid funds and budget! No questions on the check register.

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

First Faulise Second Carlson Yes X(7) No _____ Abst _____

Roll Call: Rob Allison Yes X No _____
 Stephanie Peterson Yes X No _____
 Andrew Price Yes X No _____
 Kelsey Carlson Yes X No _____

Michael Faulise Yes X No _____
 Misty Schutrop Yes X No _____
 Stephanie Smitley Yes X No _____

Connie, Mike and Dave put some cushion into the revision with it based on enrollment of 630. At 654 now.

- Motion: **Approve FY21 budget revision.**

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

Roll Call: Rob Allison Yes X No _____
 Stephanie Peterson Yes X No _____
 Andrew Price Yes X No _____
 Kelsey Carlson Yes X No _____

Michael Faulise Yes X No _____
 Misty Schutrop Yes X No _____
 Stephanie Smitley Yes X No _____

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

- Committee Report: Election update- There are 8 parents running for 2 parent seats, 2 teachers for 2 seats and no community members for the 1 seat. Candidate packets have been emailed to all parents and staff. Ballots are due by November 16th, all absentee. Ballots will be counted that evening and candidates will be notified that night of the results. The committee will look at bylaws in November or December.

Summary of Closed meeting September 15, 2020 – The board held a closed meeting after the regular meeting, director evaluation process was started for the previous school year. Comments will be given to the director.

Marketing and Community Engagement Committee (Price/Schafer)

- Director Report: Kudos to the teachers for top rankings in Niche.com survey results for this year.
- Committee Report: Committee met Oct. 13th. Christi Heitzman reported Niche.com info would be out on social media, distance learner of the week, KSTP and MPR did press on Penguin Corps, marketing to our current families for middle school, possible video tours made by MS students, Aspen wear is available through Squadlocker.

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

- Director Report: Will need to look at strategic plan timeline and the effects Covid has had on it.
- Committee Report: The committee was not able to meet. Strategic plan to the board by November meeting. Possible board working session after the holidays to look at the strategic plan, specifically timeline.

• **Adjournment at 7:03pm**

- First Carlson Second Peterson Yes X(7) No _____ Abst _____

Roll Call: Rob Allison Yes X No _____

Stephanie Peterson Yes X No _____

Andrew Price Yes X No _____

Kelsey Carlson Yes X No _____

Michael Faulise Yes X No _____

Misty Schutrop Yes X No _____

Stephanie Smitley Yes X No _____