



BOARD MEETING MINUTES

Date: November 17, 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 6:03pm**

In attendance Misty Schutrop, Rob Allison, Stephanie Smitley, Kelsey Carlson, April Schafer, Andrew Price, Stephanie Peterson, Connie Freitag, Andrew Petrenko

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 Smitley Second Allison Yes X(8) No _____ Abst _____

Roll Call: Rob Allison Yes X No _____

Stephanie Peterson Yes X No _____

Andrew Petrenko Yes X No _____

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

April Schafer Yes X No _____
Stephanie Smitley Yes X No _____

- Motion: **Approval of Minutes** (October 20th, 2020).

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

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

Andrew Petrenko Yes X No _____
April Schafer Yes X No _____
Stephanie Smitley Yes X No _____

ASPEN ACCOLADES (Dr. Freitag): Thank you to Tier 1 childcare team and to Mr. Jotter and Mr. Sandberg for taking care of recess duty and overseeing the Tier 1 schedule.

Approve the following consent agenda items:

- **Hires - Resignations – Terminations – Non-Renewals**
 - Diana Reiter, Para (effective 10-30-20)
 - Rachel Humensky, EA (effective 11-9-20)

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

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

Andrew Petrenko Yes X No _____
April Schafer Yes X No _____
Stephanie Smitley Yes X No _____

Presentation by 3rd Grade – Ms. Hobart, Mrs. Parker, Mrs. Westad and Mrs. Mong joined us through Zoom.

- Math – reviewing place value, adding up to 5 digits, subtracting 5 digits, will start multiplication after the break.
- Reading is a very big deal in 3rd grade, start taking MCAs. Using Rooted in Reading curriculum which takes 1 book for the week and delves into comprehension, targeted skills each week. Uses the teach, model, practice model. Grammar and vocab are linked to the books also.
- Writing is 10-15 minutes a day mini lesson, just finished their personal narrative, next is informal writing, use anchor charts and focus one 1 skill a day, like juicy details.
- Core Knowledge – read classic tales like Alice in Wonderland. Science – did animal classification and working on human body now. Using Amplify science

which includes many non-fiction texts, use to work on features of non-fiction texts (literacy) within science. Using Google Slides for a project which hits the technology standards also.

Thank you, 3rd grade!!

Program Services Committee (Smitley/Carlson)

- Director Report: Presentation by Kelly Dietrich (SpEd director) from Indigo Education, oversees programming and expenditures. Currently have 78 students, 4 teachers, 1 coordinator and 12 paras. Updated the Total SpEd Systems Manual, updated restrictive procedures plan, reviewing purchasing procedures and doing curriculum inventory. Positive resolution to complaints brought to MDE with no action needed by Aspen. SpEd funding comes from 3 sources, State aid, Federal grants and 3rd party billing. Aspen is spending responsibly and based on need. Have an increase in students by 10 over last year. Covid response: Spring students had an individual learning plan, fall they have contingency learning plan that includes all 3 school models. Working on progress monitoring and data driven instruction. Curriculum – using SIPPS Reading K-4, Math You See and Kansas Writing Strategies. Had professional development on the Nurtured Heart Approach by Howard Glasser, relationship based. Looking forward will monitor needs and possibly adding a 5th teacher. Transportation changes are possibly coming, schools will only be responsible for transporting kids in their own district, might apply 2021.
- Committee Report: The committee did not meet.

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

- Director Report: This is the 3rd year Aspen has used Topline. Cost is up a little from last year, they've already started working due to the early snow.
- Motion: **Approve the Topline contract for snow removal.**

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

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

Andrew Petrenko Yes X No _____
April Schafer Yes X No _____
Stephanie Smitley Yes X No _____

- Committee Report: Committee just met – FY21 budget looks good, enrollment numbers are up, couple of facility things that Anderson may be responsible for, but won't be able to be taken care of until the spring.
Financials by David Kloskin – 33% of the way through the fiscal year, think about transferring money to Woodbury account for investment, revenue is 33% partly due to the PPP loan, expenses at 26%. DSCR 1.55, DCOH 99. Revised budget is conservative with 630 ADMs. Spent 78% of Corona Relief Funds. Looking like 100% of the PPP loan will be forgiven based on other schools, interest also being forgiven. Those funds are still being spent. No questions on the check register.
- Motion: **Approve the October check register.**

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

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

Andrew Petrenko Yes X No _____
April Schafer Yes X No _____
Stephanie Smitley Yes X No _____

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

- Director Report: Covid update: Connie met with the regional support team, going to go distance learning based on staff/personnel shortage, could've stayed open based on numbers within the school but by Friday the number would be 150-160 per 10,000. Finish this week and next, Nov 30 & Dec 1 will be transition days, then Kindness Day. Dec 3rd will start full distance learning. Only will need to send an email to county once we can open back up based on our numbers. Coming back will depend on trends, possibly mid-January.
- Motion: **Approve the annual report.**

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

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

Andrew Petrenko Yes X No _____
April Schafer Yes X No _____
Stephanie Smitley Yes X No _____

Will table this until December.

- Motion: **Approve the Professional Development plans for administration**

First _____ Second _____ Yes _____ No _____ Abst _____

- Committee Report: Election results – Ballots were all sent in by absentee, counted by Misty, Stephanie Smitley and Melanie. Rob received 34 votes, Andrew 12, then 10,6,6,4 and 2. There were 47 total ballots, 23 parents, 24 staff. Misty had some nice conversations with each candidate and encouraged them to be involved by attending committee meetings and board meetings in the future. Thank you to the staff and teachers for participating in the voting process. Thank you to all of the teachers and admin for doing a great job during this time. The board encourages teachers to come to committee meetings. Teachers are appreciated by the board and welcome to engage with us anytime.

- Motion: **Approve the re-election of Rob Allison and Andrew Price.**

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

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

Andrew Petrenko Yes X No _____
 April Schafer Yes X No _____
 Stephanie Smitley Yes X No _____

Marketing and Community Engagement Committee (Price/Schafer)

- Committee Report: The committee did not meet.

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

- Committee Report: The committee met today to review the strategic plan. Four of the six action points are still valid. The 5 year plan will move 2021-2026 because of the pandemic. A virtual planning/working session will be coming.

- **Adjournment at 7:23pm**

• 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 _____
 Kelsey Carlson Yes X No _____
 Misty Schutrop Yes X No _____

Andrew Petrenko Yes X No _____
 April Schafer Yes X No _____
 Stephanie Smitley Yes X No _____