

**SPECIAL BOARD MEETING AND WORK SESSION MINUTES**

Date: January 25, 2020 Time: 5:00pm

Location: By Zoom

School Board Norms of Engagement 2021 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 5:05pm**

In attendance: Stephanie Peterson, Kelsey Carlson, Stephanie Smitley, Andrew Price, Andrey Petrenko, Michael Faulise, Robert Allison, April Schafer, Misty Schutrop, Melanie Jiskra, Diane Hummel Eric Sandberg, James Jotter

**Approval of Agenda**

- First Stephanie Peterson Second Andrey Petrenko Yes 9 No \_\_ Abst \_\_

<b>Roll Call:</b> Rob Allison	Yes X	No <u>__</u>	Michael Faulise	Yes X	No <u>__</u>
Stephanie Peterson	Yes X	No <u>__</u>	Andrew Petrenko	Yes <u>X</u>	No <u>__</u>
Andrew Price	Yes X	No <u>__</u>	April Schafer	Yes <u>X</u>	No <u>__</u>
Kelsey Carlson	Yes X	No <u>__</u>	Stephanie Smitley	Yes X	No <u>__</u>
Misty Schutrop	Yes X	No <u>__</u>			

**Board work session for 2021 planning**

**Discussion about what each team member will take on and what they need. General updates from the Admin team were given. Board encourages the Aspen team to utilize current vendors/service providers that we already have contracts with, in order to ease any strains on current staff. Other general discussion about ideas for future hiring in the administrative area including Operations Manager or Compliance Manager. The board is not moving forward with an executive director search at this time, but may look at hiring options in the future.**

**General Meeting Business**

**Approval of Minutes from the 1/19/2021 Meeting**

- First Kelsey Carlson Second Stephanie Peterson Yes 9 No \_\_ Abst \_\_

<b>Roll Call:</b> Rob Allison	Yes X	No <u>__</u>	Michael Faulise	Yes X	No <u>__</u>
Stephanie Peterson	Yes X	No <u>__</u>	Andrew Petrenko	Yes X	No <u>__</u>
Andrew Price	Yes X	No <u>__</u>	April Schafer	Yes X	No <u>__</u>
Kelsey Carlson	Yes X	No <u>__</u>	Stephanie Smitley	Yes X	No <u>__</u>
Misty Schutrop	Yes X	No <u>__</u>			

**Approval of Working with Sterling Bank for Credit or Debit Card Services with Diane Hummel and Melanie Jiskra as signers**

- First Stephanie Smitley Second Kelsey Carlson Yes 9 No \_\_\_ Abst \_\_\_

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

**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 Melanie Jiskra to act as the Identified Official with Authority (IOwA) for Aspen Academy 4184-07.

- First Stephanie Peterson Second Rob Allison Yes 9 No \_\_\_ Abst \_\_\_

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

**Motion: Approve Melanie Jiskra as the individual to make more restrictive educational model decisions based on Covid-19 cases**

- First Stephanie Smitley Second Kelsey Carlson Yes 9 No \_\_\_ Abst \_\_\_

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

**Motion: Approve the creation of an ad hoc transition committee**

- First Stephanie Smitley Second Kelsey Carlson Yes 9 No \_\_\_ Abst \_\_\_

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

• **Adjournment at 6:12**

- First April Schafer Second Stephanie Peterson Yes 9 No \_\_\_ Abst \_\_\_

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