



BOARD MEETING MINUTES

Date: April 21, 2020 Time: 6:00pm

Location: By Zoom:
 Meeting ID: 937 0355 5936
 Password: 6me92h
<https://zoom.us/j/93703555936?pwd=STFTd2NkVlkxVVNQVzIqSVJuS3FRdz09>

School Board Norms of Engagement 2020 **The Board of Aspen Academy will**

Tenacity	<ul style="list-style-type: none"> • form cohesion, cooperate, respectfully engage, listen effectively, and remain future minded.
High Expectations	<ul style="list-style-type: none"> • keep students first, speak with one voice, operate as a governance board.
Integrity	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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 6:01pm**

In attendance Misty Schutrop, Stephanie Smitley, Andrew Price, Stephanie Peterson, Rob Allison, Connie Freitag, April Schafer, Julie Silvers-Stewart, Andrew Petrenko, Michael Faulise

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 Allison Second Peterson Yes X(9) No _____ Abst _____

Roll Call: Rob Allison	Yes <u>X</u>	No _____	Michael Faulise	Yes <u>X</u>	No _____
Stephanie Peterson	Yes <u>X</u>	No _____	Andrew Petrenko	Yes <u>X</u>	No _____
Andrew Price	Yes <u>X</u>	No _____	April Schafer	Yes <u>X</u>	No _____
Julie Silvers-Stewart	Yes <u>X</u>	No _____	Stephanie Smitley	Yes <u>X</u>	No _____
Misty Schutrop	Yes <u>X</u>	NO _____			

- Motion: **Approval of Minutes** (March 17, 2020).

First Smitley Second Petrenko Yes X(9) No _____ Abst _____

Roll Call: Rob Allison	Yes <u>X</u>	No _____	Michael Faulise	Yes <u>X</u>	No _____
Stephanie Peterson	Yes <u>X</u>	No _____	Andrew Petrenko	Yes <u>X</u>	No _____
Andrew Price	Yes <u>X</u>	No _____	April Schafer	Yes <u>X</u>	No _____
Julie Silvers-Stewart	Yes <u>X</u>	No _____	Stephanie Smitley	Yes <u>X</u>	No _____
Misty Schutrop	Yes <u>X</u>	NO _____			

ASPEN ACCOLADES (Dr. Freitag): Eric Sandberg for his work with the teachers, taking care of attendance, calling families to find out about attendance or assignment issues. Jennifer Lee for calling middle school families who had not turned in elective choices.

Program Services Committee (Smitley/Silvers-Stewart)

- Director Report: The student handbook for next year is ready for approval. Distance learning is going well.
- Committee Report: The committee met April 9th to review the uniform guidelines and the student/parent/guardian handbook. In the uniform guidelines, wording was made more clear, leggings will not be allowed to be worn under the spirit wear tunic, navy was added as a color for head coverings and made it clear that collared shirts or turtlenecks must be worn under jumpers. The committee reviewed the student handbook for next school year. A committee of teachers and admin reviewed it over the last several months before going to committee. Updates were made and wording changed to be more clear of expectations. Thank you to Mrs. Jiskra and the committee for all of their hard work!

- Motion: **Approve Student/Parent/Guardian Handbook 2020-2021, 1st Read.**

First Schafer Second Peterson Yes X(9) No _____ Abst _____

Roll Call: Rob Allison	Yes <u>X</u>	No _____	Michael Faulise	Yes <u>X</u>	No _____
Stephanie Peterson	Yes <u>X</u>	No _____	Andrew Petrenko	Yes <u>X</u>	No _____
Andrew Price	Yes <u>X</u>	No _____	April Schafer	Yes <u>X</u>	No _____

Julie Silvers-Stewart Yes X No _____
Misty Schutrop Yes X NO _____

Stephanie Smitley Yes X No _____

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

- Director Report: Admin is busy working on things for next year. No issues with the building, all is good.
- Committee Report: The committee met yesterday to review the FY20 budget, FY21 budget for board approval, enrollment update and a brief review of the 990. Presentation of Financials by David Kloskin – We are 75% through the fiscal year, revenues are 66% and expenditures are 69%. Working on a budget based on 590 ADM. DSCR is 1.11 and DCOH is 40, 77 with receivables. Fund balance is 21%. The budget is ahead of where we were last year at this time. There will be another iteration of the FY20 budget before the end of the year to true up line items to 100% or less. Repairs & maintenance line, some items will be moved to Friends of Aspen. SpEd contracted services were very high in March as well as SpEd transportation. Might be budget impact from COVID-19, but haven't seen any yet, except the community service fund without the after-school classes. At this time, will not need the line of credit, but it is there if needed. Next year, money should be coming in as normal, but that might change with the current situation. Benefits are under forecast right now. May will be the next time to review FY20. No questions on the check register.
- Motion: **Approve the March check register.**

First Smitley Second Faulise Yes X(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 _____
Julie Silvers-Stewart Yes X No _____ Stephanie Smitley Yes X No _____
Misty Schutrop Yes X NO _____

David said the 990 looks good. Only a question on the first page about the number of board members for that time period, which were correct on the form.

- Motion: **Approve Aspen's 990.**

First Allison Second Silvers-Stewart Yes X(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 _____
Julie Silvers-Stewart Yes X No _____ Stephanie Smitley Yes X No _____
Misty Schutrop Yes X NO _____

FY21 budget is based on a prudent ADM of 675. State has increased revenue 2% for next year. Includes new salary schedule, showing a surplus and a fund balance of 23%, DSCR 1.31 and DCOH 51. Finance chair stated that budget is very conservative, would still be ok if we don't get the 2% increase. Watch enrollment and make adjustments in Nov and Feb next year. Admin will look at busing over the summer with the new students and see if another bus will be needed and what that does to the budget.

- Motion: **Approve FY21 Budget.**

First Smitley Second Petrenko Yes X(9) No _____ Abst _____

Roll Call: Rob Allison	Yes <u>X</u>	No _____	Michael Faulise	Yes <u>X</u>	No _____
Stephanie Peterson	Yes <u>X</u>	No _____	Andrew Petrenko	Yes <u>X</u>	No _____
Andrew Price	Yes <u>X</u>	No _____	April Schafer	Yes <u>X</u>	No _____
Julie Silvers-Stewart	Yes <u>X</u>	No _____	Stephanie Smitley	Yes <u>X</u>	No _____
Misty Schutrop	Yes <u>X</u>	NO _____			

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

This is a temporary policy that runs through the end of the year as a result of the pandemic.

- Motion: **Approval of the FMLA Leave Expansion and Emergency Paid Sick Leave policy.**

First Smitley Second Peterson Yes X(9) No _____ Abst _____

Roll Call: Rob Allison	Yes <u>X</u>	No _____	Michael Faulise	Yes <u>X</u>	No _____
Stephanie Peterson	Yes <u>X</u>	No _____	Andrew Petrenko	Yes <u>X</u>	No _____
Andrew Price	Yes <u>X</u>	No _____	April Schafer	Yes <u>X</u>	No _____
Julie Silvers-Stewart	Yes <u>X</u>	No _____	Stephanie Smitley	Yes <u>X</u>	No _____
Misty Schutrop	Yes <u>X</u>	NO _____			

- Committee Report: The committee did not meet. Will work on setting up a virtual meeting in the next month.

Marketing and Community Engagement Committee (Price/Schafer)

- Committee Report: The committee did not meet. Will work on setting up a virtual meeting in the next month.

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

- Committee Report: The committee did not meet. Will work on setting up a virtual meeting in the next month.

Misty reported that Friends of Education has let us know that we will not be responsible for reporting on testing goals this year since there will be no MCAs.

- **Adjournment at 6:46pm**
- First Petrenko Second Peterson Yes X(9) No _____ Abst _____

Roll Call: Rob Allison Yes X No _____
Stephanie Peterson Yes X No _____
Andrew Price Yes X No _____
Julie Silvers-Stewart Yes X No _____
Misty Schutrop Yes X NO _____

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