



SPECIAL BOARD MEETING MINUTES

Date: June 2, 2021 Time: 5:00pm Location: Media Center & By Zoom:
 Meeting ID: 953 1782 7550
 Password: 9Tz6T8

School Board Norms of Engagement 2021 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 5:02pm**

In attendance Andrew Price, Rob Allison, Misty Schutrop, Stephanie Smitley, Diane Hummel, Melanie Jiskra, Michael Faulise, Andrew Petrenko, April Schafer

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. To register please email Misty.Schutrop@aspenacademymn.org.

• Motion: **Approval of Agenda**

First Smitley Second Allison Yes X(5) No _____ Abst _____

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

Discussion: Melanie and the admin team proposed a different leadership model than adding an operations manager to oversee the business side of running the school. The admin team is strong and has been working well together. There would be 4 direct reports to the board and evaluations to do – Melanie, Diane, James and Eric. Duties would be divided among the

4. Licensed staff would be broken into K-2/3-5/6-8. Eric would also be under James for a formal evaluation because he does not have his admin license at this time. The team presented the board with a delineation of duties and areas of accountability that they would each be responsible for. They include: reports, purchasing, vendors, curriculum, marketing/communications, legal compliance, areas/departments, finance. The team has a set or norms to follow. They will look to see what services Anton and Krause-Anderson can provide to close the gap. An administrative assistant position was approved by the board previously, but then was changed to communication coordinator so the board will approve again.

- Motion: **Approve new leadership structure.**

First Schafer Second Schutrop Yes X(7) No _____ Abst _____

Roll Call: Rob Allison Yes X No _____ Michael Faulise Yes X No _____
Andrew Petrenko 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 hiring an administrative assistant.**

First Schutrop Second Petrenko Yes X(7) No _____ Abst _____

Roll Call: Rob Allison Yes X No _____ Michael Faulise Yes X No _____
Andrew Petrenko Yes X No _____ April Schafer Yes X No _____
Andrew Price Yes X No _____ Misty Schutrop Yes X No _____
Stephanie Smitley Yes X No _____

Misty will contact the candidates selected by the board last week and inform them Aspen is no longer seeking an operations manager.

- **Adjournment at 5:40pm**

- First Schutrop Second Smitley Yes X(7) No _____ Abst _____

Roll Call: Rob Allison Yes X No _____ Michael Faulise Yes X No _____
Andrew Petrenko Yes X No _____ April Schafer Yes X No _____
Andrew Price Yes X No _____ Misty Schutrop Yes X No _____
Stephanie Smitley Yes X No _____