



## BOARD MEETING MINUTES

Date: August 17, 2021 Time: 6:00pm Location: Media Center

### 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 6:07pm**

In attendance Misty Schutrop, Rob Allison, Michael Faulise, Stephanie Smitley, Melanie Jiskra, Diane Hummel, Eric Sandberg, James Jotter, Andrew Petrenko, Brandy Mosser

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 amended Agenda**

First Smitley Second Schutrop Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_

• Motion: **Approval of Minutes** (July 20, 2021 and Special Closed August 16, 2021).

First Schutrop Second Allison Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_

**ASPEN ACCOLADES** (Mrs. Jiskra): New staff have started and are engaging and positive. Even have a former Aspen student on staff now! Stu and Amy for new staff training on technology and Infinite Campus. Building Leadership Team met for the first time, 1 teacher from each grade level. Want to build a strong, positive working environment so students have a strong learning environment.

**Approve the following consent agenda items:**

- **Hires - Resignations – Terminations – Non-Renewals**
  - Ryan Fritze, para (effective 8-20-21)
  - Rebekah Parker, teacher (effective 8-30-21)
  - Kerry Tieman, teacher (effective 8-16-21)
  - Mitchell Hopkins, teacher (effective 8-16-21)
  - Katherine Smith, EA (effective 8-20-21)
  - Alexis Rivard, para (effective 8-1-21)

First Schutrop Second Smitley Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_

**Program Services Committee (Smitley)**

- Administration Report: Continuous Improvement Plan – Report done for Friends of Education, shows Aspen’s status for 6 objectives. 4 objectives are progressing, improved from last year. Objective 1 (academic rigor and learning) – Results from FastBridge data show Aspen is progressing. Objective 2 (nurturing students) – 100% of K-8 classrooms participated in distance learning outreach days, vision achieved. Objective 3 (provide a positive staff environment) – professional development initiatives exceeded, vision achieved. Objective 4 (diverse and inclusive community) – were not able to implement due to MN School’s Safe Learning Plan. Objective 5 (finance) – days cash on hands, fund balance and debt service ratio coverage increased, vision achieved. Objective 6 (building partnerships for growth) – no fall fundraiser, needs turnaround.
- Committee Report: The committee met August 11<sup>th</sup> to review the following policies. After our charter renewal, MDE gave feedback on 509 and in doing research the committee found most charter schools did not have 509, so the committee recommended repealing the policy. Friends of Education encouraged all of its’ schools to adopt the gender inclusion policy that was put together by their lawyers. Their lawyers also provided a mask and quarantine policy. There was a question about the timing for the mask policy. It stated that masks are required, but Aspen is not requiring them at this time. Will reach out to the lawyer and ask for clarification and any wording that may need to be addressed. MSBA suggested boards adopt a resolution that states the school’s health and safety measures. The committee chose the corresponding wording to match Aspen’s

plan regarding masking, vaccination and prevention. See committee minutes on the website for more information.

- Motion: **Approve the repeal of Policy 509 Enrollment.**

First Schutrop Second Petrenko Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_

- Motion: **Approve the gender inclusion policy, 1<sup>st</sup> read.**

First Schutrop Second Smitley Yes X(5) No Petrenko Abst \_\_\_\_\_

- Motion: **Approve the MSBA recommended resolution.**

First Allison Second Smitley Yes \_\_\_\_\_ No \_\_\_\_\_ Abst \_\_\_\_\_

- Motion: **Approve Policy 504.5 Face Coverings, 1<sup>st</sup> read.**

First Smitley Second Petrenko Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_

- Motion: **Approve Policy 536 Covid-19 Related Quarantines, 1<sup>st</sup> read.**

First Smitley Second Allison Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_

#### **Finance & Facility Committee (Allison/Faulise/Schutrop)**

- Administration Report: Moving Matters went over their ceiling limit for the last school year so their agreement needed to be amended.
- Motion: **Approve the amended agreement with Moving Matters, LLC. for the 2020-2021 school year.**

First Allison Second Smitley Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_

- Committee Report: The committee met before the board meeting. FY22 budget, enrollment numbers, having the board chair and treasurer as check signers were discussed.  
Presentation of Financials by Robin Pikal – 8% of the way through the fiscal year. Ending balance from FY21 will come from audit which could affect the starting point of FY22. Revenue is 6.8%, Expenditures are 4.3%, Days Cash on Hands 57/96, debt service credit ratio 3.34. Surplus added \$703,000 to budget, holdback from last year. Budget is based on ADM of 643. FY21 ADM was 643, correct enrollment for MDE. A working budget will be coming soon, update on enrollment. No questions on the June or July check registers.

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

First Allison Second Smitley Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_

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

First Smitley Second Schutrop Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_

- Motion: **Approve Michael Faulise and Rob Allison as check signers.**

First Smitley Second Petrenko Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_

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

- Administration Report: All job duties at Aspen were given updates to their job descriptions. Principal, Assistant Principal, Dean of Students and Business Manager were updated to add they report to the board.

- Motion: **Approve the updated job descriptions.**

First Allison Second Smitley Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_

- Committee Report: The committee did not meet, but will meet soon to discuss November election timelines. No changes were made to the bylaws from the 1<sup>st</sup> read.

- Motion: **Approve the bylaws, 2<sup>nd</sup> read.**

First Smitley Second Mosser Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_

### **Marketing and Community Engagement Committee** (Price/Schafer/Faulise)

- Committee Report: Did not meet. Possible meeting coming soon with strategic planning.

### **Strategic Planning Committee** (Price/Allison/Petrenko)

- Committee Report: Did not meet. Possible meeting coming soon with marketing.

**Special Closed Meeting Summary** - The board met in closed session to discuss the terms of the admin team agreements.

- **Adjournment at 6:50pm**
- First Smitley Second Mosser Yes X(6) No \_\_\_\_\_ Abst \_\_\_\_\_