



## **PROGRAM SERVICES MINUTES**

**Stephanie Smitley, [Stephanie.smitley@aspenacademymn.org](mailto:Stephanie.smitley@aspenacademymn.org)**

**Tuesday, January 25<sup>th</sup> - 4:00pm, Zoom**

**In attendance: Stephanie Smitley, Melanie Jiskra, Diane Sterna, Marilyn Torvik, Jennifer Japel, Rachel Mong, Julie Martini, Rob Allison, Brandy Mosser, James Jotter, Kirsten Tyler**

- I. Annual review of Policy 413 Harassment and Violence – The MSBA revised this policy in 2021, combining the different protected classes such as race, color, religion, etc under the name Protected Class. The policy was “Aspenized” by changing superintendent to director, adding “school” to times, policy is available on the website and referenced in the handbook and added “school’s HR consultant” if there is a report against the report taker or director. Stephanie will submit the redlined policies to the board for a first read in February.
- II. Annual review of Policy 514 Bullying Prohibition – The MSBA policy was used and “Aspenized” as 413 was. Stephanie will submit the redlined policies to the board for a first read in February.
- III. Review 2022-2023 School Calendar – There were 2 calendar options submitted to staff. One beginning August 29<sup>th</sup> and ending Jun 7<sup>th</sup> and one beginning August 22<sup>nd</sup> and ending May 25<sup>th</sup> for students. After feedback, an option D was created, beginning August 29<sup>th</sup> and ending June 2<sup>nd</sup>. The committee chose to send option D to the board for approval. Some of the wording will be changed to make the different early releases more clear.

**Adjourned 4:18pm**