



## BOARD MEETING MINUTES

Date: July 18<sup>th</sup>, 2022 Time: 6:00pm Location: Aspen Media Center

<b>School Board Norms of Engagement 2022</b> <b>The Board of Aspen Academy will</b>	
<b>Tenacity</b>	<ul style="list-style-type: none"> <li>form cohesion, cooperate, respectfully engage, listen effectively, and remain future minded.</li> </ul>
<b>High Expectations</b>	<ul style="list-style-type: none"> <li>keep students first, speak with one voice, operate as a governance board.</li> </ul>
<b>Integrity</b>	<ul style="list-style-type: none"> <li>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.</li> </ul>
<b>No Excuses</b>	<ul style="list-style-type: none"> <li>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.</li> </ul>
<b>Kindness</b>	<ul style="list-style-type: none"> <li>treat each other with respect at all times, respect time allotted for all presentations at board meetings, and respect each other's time.</li> </ul>

• **CALL TO ORDER AT 6:02pm**

In attendance Stephanie Smitley, Andrew Price, Rob Allison, Michael Faulise, Rachel Mong, Misty Schutrop, 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 Agenda**

First Allison Second Mong Yes X(7) No \_\_\_\_\_ Abst Schutrop

• Motion: **Approval of Minutes** (June 21<sup>st</sup>, 2022).

First Mong Second Smitley Yes X(7) No \_\_\_\_\_ Abst Schutrop

**ASPEN ACCOLADES** (Mr. Jotter): Thank you to Rita, Neddie and Phil for getting the school ready for fall - moving furniture, painting, waxing floors! Thank you to Eric for Eagle Academy and Julie for taking on anything and everything to help Aspen.

**Annual Meeting Business**

- Election of New Officers

- **Nominee/s** Michael Faulise **for Board Chair.**

Motion: **Approve** Michael Faulise **for Board Chair.**

First Mosser Second Petrenko Yes X(7) No \_\_\_\_\_ Abst Schutrop

- **Nominee/s** Andrew Price **for Board Vice-Chair.**

Motion: **Approve** Andrew Price **for Board Vice-Chair.**

First Mong Second Allison Yes X(6) No Petrenko Abst Schutrop

- **Nominee/s** Rob Allison **for Board Treasurer.**

Motion: **Approve** Rob Allison **for Board Treasurer.**

First Petrenko Second Mong Yes X(7) No \_\_\_\_\_ Abst Schutrop

- **Nominee/s** Stephanie Smitley **for Board Secretary.**

Motion: **Approve** Stephanie Smitley **for Board Secretary.**

First Allison Second Mong Yes X(7) No \_\_\_\_\_ Abst Schutrop

**Committee Assignments:** Program Services - Smitley/Mosser/Petrenko  
Marketing and Community Engagement - Price/Faulise/Mong  
Board Elections, Responsibilities & Governance - Smitley/Mong  
Finance & Facility - Allison/Faulise/Price  
Strategic Planning - Faulise/Allison/Petrenko/Mosser

**Approve the following consent agenda items:**

- **Hires - Resignations – Terminations – Non-Renewals**

- Lauren Trovarello, teacher (effective 7-1-22)
- Madison Leslie, teacher (effective 6-30-22)
- Christi Heitzman, communication coordinator (effective 7-8-22)

First Smitley Second Price Yes X(7) No \_\_\_\_\_ Abst Schutrop

#### **Program Services Committee (Smitley)**

- Administration Report: Employee handbook will be ready for review at the August meeting.
- Committee Report: The committee will meet on Thursday to start policy reviews.

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

- Committee Report: The committee met before the meeting. Presentation of Financials by Nate Winter with CLA - Nate has 9 years of charter school experience, 7 with CLA. 100% of way through year, ADM 669, enrollment finished at 659. Revenues 99%, expenditures 100%, DCOH 63. Holdback payments will be deducted for ADM adjustment. Invoices still coming in so financials could change before audit. Audit will be Sept 1 and 2. Question on bank fees will be looked into. No other questions on check register.
- Motion: **Approve the June check register.**

First Allison Second Mong Yes X(7) No \_\_\_\_\_ Abst Schutrop

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

- Administration Report: Per policy 310, emergency replacements for the director need to be chosen, James Jotter and Julie Martini will share responsibilities.
- Motion: **Approve James Jotter and Julie Martini as the emergency replacements for the director, per policy 310.**

First Price Second Mong Yes X(7) No \_\_\_\_\_ Abst Schutrop

- Motion: **Approve the 2022-2023 Professional Development Plan for Eric Sandberg.**

First Mosser Second Smitley Yes X(7) No \_\_\_\_\_ Abst Schutrop

- Committee Report: The committee will meet on Thursday with Program Services to review policies. Policies need to be reviewed this year. Calendar with policies each

month is up and running. December and March will be policies needing annual reviews. Misty will get the self-eval to us before end of July. Michael and Melanie will discuss the director goals in August, board will approve after they are set. Misty will be resigning as parent board member. Board could appoint a parent or leave it open until election in the spring. Annual approval of FoAA board members, no conflict if a member serves on both boards.

- Motion: **Approve Rachel Mong, president, Darby Thomas, treasurer and Victoria Regehr, secretary to the Friends of Aspen Academy board.**

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

- Motion: **Approve the adoption of the 2022-2023 Board Governance calendar.**

First Smitley Second Petrenko Yes X(7) No \_\_\_\_\_ Abst Schutrop

- Motion: **Approve the resignation of Misty Schutrop effective July 31<sup>st</sup>.**

First Smitley Second Mosser Yes X(7) No \_\_\_\_\_ Abst Schutrop

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

- Committee Report: Will look at scheduling a meeting and direction with Christi's departure.

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

- Committee Report: Will look at where admin is in the process with Julie Goldsmith and move on from there. Possibly use meetings to discuss big picture topics as well as the strategic plan.

- **Adjournment at 6:41pm**

- First Smitley Second Mosser Yes X(7) No \_\_\_\_\_ Abst Schutrop