



BOARD MEETING MINUTES

Date: September 19th, 2022 Time: 6:00pm Location: Aspen Media Center

School Board Norms of Engagement 2022 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 6:01pm**

In attendance Rachel Mong, Stephanie Smitley, Brandy Mosser, Andrew Price, Rob Allison, Melanie Jiskra

Authorizer Comments _____

Community Comments _____

Community members must pre-register to speak at the meeting. Items are limited to those motions 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 Mong Second Mosser Yes X(5) No _____ Abst _____

• Motion: **Approval of Minutes** (July 18th, 2022, Special Meetings 8-17 and 8-19, 2022).

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

ASPEN ACCOLADES (Mrs. Jiskra): A big thank you to all of the new teachers for their hard work getting the year started – Emily, Jenna, Alicia, Kristin, Shelby, Rebecca, Hannah, Stacie, Phillip, Nicole, Laurel and Anne!

Approve the following consent agenda items:

- **Hires - Resignations – Terminations – Non-Renewals**
 - Nathan Burdick, teacher (effective 7-31-22)
 - Tuyen Stephany, para (effective 7-31-22)
 - Jill Caspers, para (effective 8-16-22)
 - Stacey Foust, para (effective 8-16-22)
 - Dana Holmes, admin assistant/communication (effective 8-1-22)
 - Noah Jiskra, para (effective 8-16-22)
 - Emily Larson, para (effective 8-16-22)
 - Shania McElroy, teacher (effective 8-16-22)
 - Maria Mendoza, para (effective 8-16-22)
 - Emily Skahen, teacher (effective 8-16-22)
 - Morgan Walters, para (effective 8-16-22)
 - Kristin Carlson, teacher (effective 8-19-22)
 - Jenna Peterson, teacher (effective 8-16-22)
 - Akiko Lehtinen, lunchroom (effective 8-31-22)
 - Jill Ruekert, health aide (effective 8-31-22)
 - Danielle Kittredge, in-house sub (effective 9-8-22)
 - Laurel Click, teacher (effective 8-31-22)
 - Chris Olson, teacher (effective 9-6-22)
 - Akiko Lehtinen, lunchroom (effective 9-2-22)
 - Maureen Stevenson, health aide (effective 9-16-22)
 - Natalie Miranda, lunchroom (effective 9-19-22)

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

Program Services Committee (Smitley/Mosser)

- Administration Report: Changes were made to the attendance section to coincide with the changes made to the attendance policy.

- Motion: **Approve the Student/Parent/Guardian Handbook, 3rd read.**

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

- Motion: **Approve the following dates for the 2023-2024 enrollment and lottery 10/3, Application opens 1/31/23, applications due and 2/9/23 lottery.**

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

- Motion: **Approve capping enrollment in 2nd grade at 96 students for the remaining of the 2022/2023 school year.**

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

- Motion: **Approve the change to the calendar for the missed day of school, March 24th from a half to a full day.**

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

- Committee Report: The committee did not meet.

- Motion: **Approve Policy 501 School Weapons, 1st read.**

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

- Motion: **Approve Policy 502 Search of Student Lockers, Desks, Personal Possessions and Students' Person, 1st read.**

First Mosser Second Mong Yes X(5) No _____ Abst _____

- Motion: **Approve Policy 503 Student Attendance, 1st read**

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

- Motion: **Approve Policy 504 Student Dress and Appearance.**

First Mong Second Mosser Yes X(5) No _____ Abst _____

- Motion: **Approve Policy 522 Sex Nondiscrimination, Title IX Grievance Procedure and Process and addendum.**

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

- Motion: **Approve Policy 535 Employee Use of Social Media, 1st read.**

First Mosser Second Mong Yes X(5) No _____ Abst _____

Finance & Facility Committee (Allison/Faulise/Price)

- Administration Report: Agreement amendment is to increase the number of hours. Looking at sections for next school year, admin recommends 4 sections for K-5 and 2 of each for 6-8.

- Motion: **Approve the amendment to MTSS agreement for Erin Haley Strub for 2022-2023.**

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

- Motion: **Approve the following number of sections for each grade for the 2023/2024 school year: 4 sections each for Kindergarten – 5th grade, 2 sections each for 6th-8th grade.**

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

- Committee Report: The committee met prior to the board meeting. Fence is ½ done, fundraiser coming up to raise money for playground equipment and blacktop, elevator is now working, new copier lease starting soon. Presentation of Financials by Nate Winter – 17% through the fiscal year, budget based on 660, revenues 16%, expenditures at 13% (low due to contracts starting mid-Aug). Audit will be ready next month. Covid testing grant money \$20,000 available to Aspen. Some budget line items are over 17% because they are front loaded at the beginning of the year like software, curriculum, yearly subscriptions, etc. Can use safe schools funding for the fence.

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

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

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

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

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

- Committee Report: The committee did not meet.

- Motion: **Approve Policy 203.5 School Board Meeting Agenda.**
First Mong Second Allison Yes X(5) No _____ Abst _____
- Motion: **Approve Policy 205 Open Meetings and Closed Meetings, 1st read.**
First Smitley Second Mong Yes X(5) No _____ Abst _____
- Motion: **Approve Policy 208 Development, Adoption and Implementation of Policies, 1st read.**
First Smitley Second Allison Yes X(5) No _____ Abst _____
- Motion: **Approve the 2022-2023 goals for Director/Principal Melanie Jiskra.**
First Mong Second Smitley Yes X(5) No _____ Abst _____

Marketing and Community Engagement Committee (Price/Faulise/Mong)

- Committee Report: Andrew will be meeting with Dana and Eric to review needs. Committee will meet soon.

Strategic Planning Committee (Faulise/Allison/Mosser)

- Administration Report: Reached out to Julie Goldsmith to see where we are at with the strategic plan.
- Committee Report: Now that the plan is in admin's hands, can use the committee to discuss bigger topics (high school, preschool, middle school for example).
- **Adjournment at 6:37pm**
- First Smitley Second Mong Yes X(5) No _____ Abst _____