



**Minutes of the Peak to Peak Board of Directors Meeting  
(Regular Meeting and Work Session)  
Wednesday, 23 August 2017, 8:00am | College Counseling Conference Room**

*The Peak to Peak community will inspire students to fulfill their academic dreams for college, to develop their creative passions and athletic talents, and to become responsible citizens.*

**Board of Directors in attendance:** Voting Board: Derek Cole, Hank Dalton, Eveline Grady, Joanne Hyman, Jaimee Miller, Gregg Sommer. - Ex-Officio: Kelly Reeser, Sam Todd, Kyle Mathews, Lori Preston, Melissa Christensen

**Via Phone:** none

**Absent:** none

**Guests in attendance:** Jen Dauzvardis, Traci Schoeneweis, Megan Freeman, John Wilcox, Kristianna Vedvik, Jennifer Hughes, Rachel Hirt, Jennifer Douglass, Libbi Peterson

**Call to Order:** Mr. Dalton called the meeting to order at 8:02 am.

### **Administrative Business**

#### **Calendar changes- discussion summary**

- Goal is to create more time for strategic work
- Director reports will continue to be written and sent to the full Board, but no verbal report will be given unless board action or attention to a particular issue is warranted. Directors can pull out points to highlight as necessary.
- 01/10 meeting will be left on the public calendar in case a meeting is warranted.
- Two work sessions (2/21 and 3/21 will be held for work sessions, but cancelled if not needed)

***Unanimously agreed***

#### **Approval of minutes**

- Brief discussion on voting Board Member's ability to vote on minutes in case of absence from a Board meeting

The Board agreed that each voting member can decide for themselves to participate or abstain from voting if they were absent from a previous Board meeting.

## ***Unanimously agreed***

Motion by Joanne Hyman to approve 2017-06-07 and 2017-06-19 minutes pending minor edits (please send minute comments to Joanne Hyman), second by Derek Cole  
Motion passed 6-0-0

Motion by Derek Cole to approve 2017-08-09 minutes - second by Joanne Hyman  
Motion passed 6-0-0

## **Committee assignment changes**

Hank Dalton explains that Jaimee Miller will feed into the communications committee - Eveline Grady will liaise into the Fundraising committee. No more changes to be made until a new Board member is appointed.

## **Celebrations and School Highlights**

Kelly Reeser

- ❖ Shout out to the eclipse viewing team (Brian Knox, Susan Prieto, Kurt Schaefer) for organizing the school's solar eclipse experience. A special thank you to Phil Mehalko and Ball Corporation for donating the viewing glasses to our community.

Hank Dalton

- ❖ Is thankful that Peak to Peak embraces and adapts to learning opportunities such as the eclipse viewing, in contrast to a report of a school out of state that canceled school rather than risk students looking at the sun without appropriate glasses.

Lori Preston

- ❖ Teams are preparing for the Screenagers documentary & i-Ready assessments
- ❖ Great K-12 conversations on the innovation fund
- ❖ At the MS level she welcomes the new curriculum and instruction leaders (Brian Knox for 7th grade, Patrick Marti for 6th grade, Brandon Nelson for 8th grade) and applauds their great initiatives.
- ❖ The no-backpack-to-classroom policy and expectation will be enforced and already works to the benefit of everyone (no distractions and students learn to organize themselves thinking proactively).

Melissa Christensen

- ❖ Kudos for the tremendous work by the entire instructional and support staff to get everyone ready for school - it's fantastic to see such positive energy from everyone on campus getting our students ready for the school year.

Kyle Mathews

- ❖ The High School back-to-school night was a big success - thank you to all our teachers and NHS students for making that night happen. The evening focused around trying to have families think about their best fit within our school, and where they can contribute their time, talent and treasure best to. Every family was invited to join for the school's annual gala (March 9th 2018).
- ❖ Big Kudos to Joe Howard who has created an online homework help platform, and who offers virtual office hours every evening!
- ❖ Clara Quinlan is working on Indigo assessment which help us understand what factors are critical to student engagement.
- ❖ A big thank you also to all teams who took all four levels on team building field trips, it's a great tradition to kick the school-year off with those types of activities.
- ❖ Special kudos to Vicki Lundquist who is working behind the scenes getting new families settled, and who is also figuring out the new process for SAT transcripts.
- ❖ Book recommendation: "PEAK: Secrets from the New Science of Expertise," by Anders Ericsson. Inspiring book on how you can train your brain to learn - that skills can be learned if we develop a growth mindset and keep an open mind to new possibilities.

Eveline Grady and Jaimee Miller

- ❖ Thank you to the entire HOD team which organized the back-to-school-picnic under the leadership of Sarah Greene, welcoming staff members and their families. Thank you also for the support of our food services staff.

Traci Schoeneweis

- ❖ Many thanks to our support staff which works a lot of hours behind the scenes. Thank you also to the Board for approving the position of Allison Cross who is a tremendous help.

## Public Comments

Rachel Hirt - Please save the date for **Peak to Peak's golf outing on Friday, September 29**. Also, new Puma gear is available for order (including t-shirts with a new Peak to Peak design).

Sam Todd - His presentation with Kelly Reeser about the Peak option compensation system at the National Conference of Charter Schools was ranked 4th out of 105, which means that our team will get invited back to next year's conference.

8:25 am Motion by Derek Cole to adjourn Peak to Peak Board meeting to enter into Prairie View, Inc. Board meeting, second by Eveline Grady

### **Prairie View, Inc. Meeting to Elect Officers**

(see separate Prairie View, Inc. meeting minutes)

8:27 am Hank Dalton calls the Friends meeting to order as reflected in the Friends minutes.

### **Friends of Peak to Peak Meeting - Elect Officers - End of Year Transfers**

(see separate Friends of Peak to Peak minutes)

8:35 am Motion by Hank Dalton to enter back into the Peak to Peak Board meeting, second by Derek Cole, motion passed 6-0-0

### **End-of-Year Transfers for Peak to Peak**

\$220,071 was transferred from the Food Services bank account to the Peak to Peak operating bank account for payroll. \$500,000 was transferred from the Peak to Peak operating bank account to the Financial Reserves account held with COLOTRUST.

Motion to approve by Hank Dalton, second by Derek Cole, motion passed 6-0-0

### **Q4/EOY Financial Report**

Sam Todd gave a high level presentation of the End-of-Year REport 2016/17. Peak to Peak received a 2.1% increase in state per pupil funding in 2016/17. Peak to Peak was able to grant pay increases and finished the year better than budgeted. Revenues for P2P totaled \$17.1 million and expenditures were at \$16.2 million. Financial reserves are in good shape. Overall P2P outperformed its operating budget by about \$711K. The unforeseen track resurfacing expenses will result in having to push back some projects originally slated for this fiscal year into the 2018/19 school year. If funding projections hold true, the average salary should move up to \$70,000 by 2021. There are no big hurdles on the horizon.

### **Online Banking Platform**

Sam Todd presented a paper on the issue. Chase offers a higher level online banking platform JPMorgan Access. This platform allows dual authorization requirements for

transactions which enhances Peak to Peak's financial controls. Peak to Peak's financial policy requires dual authorization for any transaction over \$10,000. Chase will also maintain their check scanning capability through their JPMorgan Access platform. The switch in platform will cost the school \$2,700 annually. There is no contractual obligation attached to using JPMorgan Access.

Summary of discussion:

Gregg Sommer - Let's first contact Liberty Common Charter school which went through a similar switch and research their experience. Did not have quality interactions with Chase. Highlights the fact that a transition involves time and cost and prefers we do research with Liberty Common first.

Joanne Hyman - Let's start the switch to the platform while simultaneously doing due diligence.

Derek Cole - The platform switch is not binding, i.e. we can stop using the platform at any time. We should always look at best practices.

Sam Todd - There are no other local banks who offer what we need. Chase is one of the most secure banks and we have a 17-year positive business relationship with them. Recommend moving forward adopting this platform.

Motion by Hank Dalton to approve the adoption of the JPMorgan Access platform, while simultaneously researching Liberty Common's experiences around that, second by Derek Cole, passed 4 (Hank Dalton, Derek Cole, Jaimee Miller, Eveline Grady) - 0 - 2 (Joanne Hyman and Gregg Sommer)

There is a policy in place for monies over \$10,000 - see DBJ policy on Budget Transfers.

## **Board Vacancy**

Eveline Grady and Gregg Sommer - Both Board members have been appointed by the Board to form a nominating committee for the vacant Board seat. They are meeting with every nominee or self-nominee, and truly appreciate each nominee's engagement, talent and support for our school. The nominating phase ends August 25th. The committee is on schedule and plans to finalize its evaluations by the September 13 meeting when it will submit a recommendation for Board approval. The Friday Digest will also contain pertinent information.

## **Community Directory**

A community request has been submitted to our Communications team to clarify the purpose and intent of the community directory, specifically, clarifying the non-solicitation verbiage. In an effort to bring clarity around the directory's purpose, the Board entered a brief discussion on the subject.

Main points:

- Directory is a school resource and a valuable tool.
- Login and passwords are required to access the directory (through Edline).
- Let's clarify the spirit around the directory, which is centered around community engagement.
- No solicitation means no usage for commercial, election, religious etc. reasons.
- Is the content of the issue something we want to bring on at Board level?
- The community reacted negatively to the use of the directory for campaigning issues. It is the job of the Election Committee to inform candidates not to use our directory for election purposes.

The Board decides to add clarifying language to the community directory and inform the community in the Friday Digest.

**Unanimously agreed**

## **Board Self-Assessment/wrap-up**

In an effort to self-assess, Jennifer Dauzvardis debriefs the Board on its performance and if the Board employs ideal working strategies. She suggested suspending judgement and modeling to the community what self-improvement can look like.

She welcomes the reintroduction of Kudos about achievements. All agree that it's a great way to summarize and inform the community about goings on at our school.

Her observation on the Banking platform and directory discussions and ensuing recommendations:

- You might have clearer conversations if you observe the following steps: a) present a proposal, b) motion to approve the proposal, c) discuss the proposal, d) go to a vote
- This will likely sharpen and shorten the discussions.

Discussions on the Board vacancy were positive and exemplified good board process and behavior.

**Adjourn**

Motion to adjourn and move into working and training session by Derek Cole, second by  
Jaimee Miller, Motion passed 6-0-0.

Meeting adjourned at 9:34 am

**Respectfully submitted,**

**Eveline Grady**

**Peak to Peak Board Secretary**