



**Minutes of the Peak to Peak Board of Directors Meeting
(Regular Meeting)
Wednesday, 6 June 2018, 5:00pm - 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 - Ex-Officio: Kelly Reeser, Sam Todd, Kyle Mathews, Lori Preston (late 5:36pm), Melissa Christensen, Beth Custard

Via Phone: none

Absent: Elizabeth Gable, Gregg Sommer

Guests in attendance: Jen Dauzvardis, Traci Schoeneweis, Megan Freeman, John Wilcox, Kristianna Vedvik, Deea Frisbee, Glenn Mosher, Lisa Sicker, Jennifer Hughes, Erin Baldwin, Jennifer Douglass, Lindsay Weiss, Rachel Hirt, Manele Short, Sarah Miley, Jessica Guido, Michelle Anderson, Malia Maunakea, Dave Heinrich, Nick Kliebenstein, Raquel Hink, Pam Gentry, Annie Sasseville, Paul Sasseville, Jenny Bolton, Dar Zerwekh Reardon, Beth Custard, Sherri Taylor, Colleen Elliott, Sarah Post, Sandy Ray, Helaine Bader, Erin Henry, Thomas Willetto

Call to Order: Mr. Dalton called the meeting to order at 5:06pm.

Consent Grouping

Hank Dalton

- Moved the approval of the Job Description K-8 MTSS Coach and Coordinator out of the consent agenda and into the regular agenda to be discussed and voted on separately.

1) Approval of 05/16/2018 minutes

**Motion by Joanne Hyman to approve the 05/16/2018 minutes - second by Derek Cole
Motion passed 5-0-0**

Celebrations/Kudos

Kelly Reeser

- Kudos to Jen Dauzvardis for creating the new website and launching it. It has been a big undertaking with great results.

Kyle Matthews

- Peak to Peak has TWO teams in the national finals for the Paradigm Challenge. Each team has won a minimum of \$200, with an educator grant of \$100. This summer judges will determine who wins the top three prizes, ranging from \$2000- \$10,000 for each level. If they go on to the grand prize, they will win \$100,000 to take their innovation to the next level (and 5K for the school). Our two teams are: Penelope and Ivy Letter, Elementary Level, "Turtle Jackets for Helping Homelessness" (with Megan Hensen inspiring their biomimicry project.) and Kate Berg, High School Level, "Repurposing Orange Pulp for Bioplastic".

Jaimee Miller

- Recognized two outgoing members for their service: Hank Dalton and Gregg Sommer. She thanked them for their services on the Board of Peak to Peak and for holding various positions during their terms.

Hank Dalton

- Has received accolades from community members on the efficient functioning of the board. Thanked the entire board for their work.

Public Comments

Jennifer Douglass

- Addressed the recent departure of some students and teachers. Urged the leadership to listen and respond to the concerns related to those departures.

Camille Ibsen

- Shared her concern that teachers and counselors are not being heard. Shared her concern about the school's switch to an 8 period day.

Malia Maunakea

- Shared that she is hearing rumors about unhappy staff and teachers. As a parent who loves the school she would like to know how to best support teachers, staff and the board.

EDE Report

Kelly Reeser reported the following:

- The Master Schedule is complete. Counselors have been busy balancing sections to ensure that as many student requests could be honored. New elective courses will be offered.
- The ELT has been planning for professional development (PD) for next year. It will include specific supports for teachers with regards to the 8 period day schedule switch.
- PD days will focus on supporting enhanced communication systems for teachers with regards to the 8 period day.
- The August PD days will focus on a refresher of staff agreements with a focus on concepts presented in 'The Culture Code' by Daniel Coyle.
- Staff will be explicitly invited to attend meetings for different levels and committees (monthly level meetings, curriculum committee meetings etc.)
- ELT is open to implementing other ideas from staff and students.
- Discussions are ongoing about launching a 'listening campaign' with regard to the newly purchased land. The aim is to gather input from all stakeholders on the matter.
- Kudos to the hiring team for their continued work. We currently have three open teaching positions as well as several head coach positions open.

Discussions/clarification:

- The listening campaign will be embedded in the strategic plan - it's not a separate stand-alone committee.

EDO Report

Sam Todd reported the following:

- On the facilities/capital projects front:
 - The sidewalk renovation and roof drain re-routing project is in full swing.
 - The ES carpeting project is almost finalized. All ES classrooms will have carpeting.
 - In July, the HVAC systems will be upgraded. John Wilcox will be able to regulate temperatures remotely which should translate into significant cost savings.
- Property and Casualty insurances came in very competitively.
- There is a wind damage claim in process - The total damage could be as high as \$70K and an insurance claim is being processed.
- P2P has retained its S&P BBB+ rating.
- Fundraising:
 - Two major gifts have been identified for the scholarship fund - Glenn Mosher will plan a gift challenge around that.
 - There is a proposal for establishing a Fund Development Advisory Council (FDAC)
 - Run for the Peak event was a success, bringing in over \$30K as well as triple the amount of donors we usually have had. This is largely due to new new fundraising software.
- Based on Jessy Rozitis presentation to the ELT demonstrating a financial benefit to P2P, we will move our short term disability program to a self-insured model.

- Total compensation statements were sent to all employees.
- This was a banner year for the Colorado League of Charter Schools (League) Board which achieved significant funding increases for CO schools.
- Kelly Reeser and Sam Todd will present at the National Conference of Charter Schools on the Peak Option.

Discussions:

- A change in Mill Levy distributions from BVSD would affect our credit rating.
- Run for the Peak brought in \$31K and the annual gala brought in roughly \$90K net.

Job Description - K-8 MTSS Coach & Coordinator

Kelly Reeser

The ELT is requesting approval of the K-8 MTSS Coach & Coordinator position. This role will address pressing needs for our administrative structure, coordinated communication and targeted support for teachers. Kelly Reeser shared a diagram that explains the process and schedule behind the support systems for students with identified needs. The goal is that students will receive adequate and consistent services due to streamlined communications/organizations between all parties.

Q&A:

- This position can be measured through our KPIs and should show a growth in student performance next year.
- Position will enhance classroom practices and result in students being better served in the classroom.
- The position is budgeted for (see budget under interventionist)
- Position will provide significant support to teachers.
- Request is made to include teaching qualification in the JD.

Motion by Jaimee Miller to approve the Job Description for a K-8 MTSS Coach & Coordinator adding 'teaching qualification' to the JD, second by Derek Cole
Motion approved 5-0-0

HOD Process for Candidate Recommendations

Jaimee Miller moved to update the HOD process document, taking out the Candidate Recommendation for board review, second by Eveline Grady

Discussion/Question or Concerns:

- Joanne Hyman shared a concern that such a step would impede on the board's hiring role.
- Hank Dalton highlighted that the Board has hired the EDE to be the hiring authority. As such, all hiring activity is delegated to the EDE through the HOD process.

- Eveline Grady added that the HOD process has Board oversight as two Board members attend HOD meetings.
- Ad-hoc comments from the floor were not entertained.

Motion by Jaimee Miller to approve the updated HOD Process for Candidate Recommendations, second by Eveline Grady

Motion passed 4 (Eveline Grady, Jaimee Miller, Derek Cole, Hank Dalton) - 0 - 1 (Joanne Hyman)

Fund Development Advisory Council Establishment

Glenn Mosher was invited to speak to the establishment of a Fund Development Advisory Council (FDAC). The board received a document on the proposed FDAC which outlines its procedures and processes. It will provide a platform to involve parents and other interested community members. It will however have no decision making authority. The advisory function of this council could take on different forms as its members could be invited to be part of a speaker series for our students.

Derek Cole

- Shared his enthusiasm for this proposal and thanked Glenn Mosher for fleshing out this idea. The committee is designed to be an advisory committee to the school and its fundraising arm.

Motion by Derek Cole to approve the establishment of the Fund Development Advisory Council, second by Joanne Hyman

Motion approved 5-0-0

ELT Goals/Improvements for next year

Kelly Reeser

- Employee survey has prompted solution oriented discussions within the ELT.
- Enhanced student achievement is the reason behind a switch to an 8 period day. ELT foresees positive outcomes. FTEs have been adjusted with positive impact for teachers. A lot of work still needs to be done to support our staff. Principals have been aligning their work and structures for best teacher support.

Kyle Matthews

- The 8-period day will allow for stronger collaboration between teachers - one of the biggest benefits of this switch.
- A 90-minute class will give students more exploratory time which will allow them to go deeper into their learning. This will also allow for more check-in times with teachers, more formative assessments etc.
- The block system will offer more time for projects and local field trips.

- Some teachers are even exploring double block days (combination of LA & history for example)

Lori Preston

- At the Middle School level the 8 period day has allowed for a more extensive course offerings (guitar, independent seminar, individual and team sports).
- The desire for adding an MTSS coach to the team came from teachers - it will be a great addition.
- The 8-period day will allow for more collaboration time for teachers, more intentional support for students and math enrichment at every level.

Jaimee Miller

- Suggested that we garner staff feedback throughout the year, not just at the end of the year. That would allow for stronger communication and a strengthening of relationships.
- Themes for next year should be around improved communications between staff, ELT, parents and board, and strengthening those relationships. The board would like to hear more regularly on those themes.
- We will also need to put our arms around the newly established DAC - innovation listening campaign with input from the whole community.

Lori Preston

- Emphasized the importance of not naming the space for the newly purchased land quite yet and to get community feedback on it first.

Hank Dalton

- Suggested to move staff survey more towards mid-year as it might set up ELT for more solution oriented discussions.

Eveline Grady

- Suggested to strengthen relationships with BVSD and having a steady presence at their board meetings, perhaps adding a liaison to BVSD.

Jaimee Miller

- Added that it will be important to establish good communications with the new BVSD superintendent who will start July 1st.

Kyle Mathews

- Staff agendas will be shared with the whole staff. This will allow teachers who want to be part of a different meeting (curriculum or different level) to attend those. This will enhance cross curricular dynamics.

Board Orientation for 2018/19

Jaimee Miller walked the Board through the highlights of next school year calendar. On August 3rd there will be a new member orientation. It's an open meeting which will be led by Jen Dauzvardis. The next regular meeting will take place on August 8th at 5pm. At that meeting we will discuss and decide on board positions & committee liaisons and vote in new officers. The meeting will end with a training session by Jen Dauzvardis.

BVSDs implementation of the Mill Levy Equalization Act

Derek Cole

- Thanked all parents, teachers and community members who showed up at the last BVSD meeting. We filled the room and it made an impact.

Kelly Reeser

- Shared that BVSD will vote on June 12th on a revised document. The BVSD board will adopt a plan to share mill levy overrides at 95%, unless a contract is in place that says otherwise. This is the best outcome we could have hoped for as it honors our contract.

Sam Todd

- Shared that he still has some concerns as BVSD can revise their decision each year. We will plan on challenging any plan that will not honor our contract.

Discussions/Comments:

- We need to continue engaging with BVSD and making it clear that all BVSD students deserve to be treated the same.
- The League should work with the sponsors of the law so that appropriate amendments can be made to honor the intent of the law.
- According to the League, BVSD is the only school district considering program based funding distribution.

All agree to stay attentive and track all conversations around this issue.

Future Meeting Topics, Board Calendar for 2018/19

Joanne Hyman

- Suggested looking into salary structure for teachers as well as current offer letters staff members receive.
- Suggested a fresh look at communication pathways.

[Note: P2P is an at-will school that issues offer letters to staff, not contracts.]

Jaimee Miller

- The draft Board calendar has 19 meetings, but would like to suggest reducing meetings to 17 times as was done this year. To be further discussed in August.
- The board lunch for staff will be held on August 9th at noon in the cafeteria. The welcome staff picnic will take place on August 17th. The welcome coffee to parents is scheduled for 8 a.m. August 16th at the respect wall.

Board Self-Assessment & Wrap-up

Jen Dauzvardis

- Helped the board to reflect on governance structures.
- Thanked the board for being explicit concerning formalities around public comments as well as making motions prior to discussing agenda items.
- Voting can occur during a first hearing or a second hearing. Nothing is set in stone and in this instance a vote was taken with the best interest of our students in mind.
- Concerning out-of-order activity, she urged the board to look at the larger strategic plan, think about proportionality and being mindful of relationships. It helps if the board is aligned on its interpretation of Robert Rules.
- Board members completed a 3/2/1 prompt. A debrief revealed that it helps to be clear about appropriate community input and redirect how that input can be made most effectively.

At 6:40pm the board took a 19 minute break.

Executive Session - Personnel (EDE/EDO evaluations)

At 6:59 pm Hank Dalton moved the Voting Board to go into Executive Session for the purpose of discussing Executive performance evaluations, as authorized by Colo. Rev. Stat. sec. 24-6-402(4)(f). Joining the Voting Board were Deea Frisbie and Colleen Elliott, newly elected to the Board, who take their seats on July 1st and were authorized to be present.

At 8:15 pm the Board returned to its regular meeting.

Adjourn Peak to Peak Board Meeting

Motion to adjourn the meeting by Hank Dalton, second by Derek Cole
Motion passed 5-0-0.

Meeting was adjourned at 8:16pm.

Respectfully submitted,

Eveline Grady
Secretary
Peak to Peak Board of Directors