



**Minutes of the Peak to Peak Board of Directors Meeting
Wednesday, 24th of January 2018, 8am I 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, Elizabeth Gable, Eveline Grady, Jaimee Miller, Gregg Sommer - Ex-Officio: Kelly Reeser, Sam Todd, Kyle Mathews, Lori Preston, Melissa Christensen

Via Phone: Joanne Hyman

Absent: none

Guests in attendance: Jennifer Dausvardis, Megan Freeman, John Wilcox, Traci Schoeneweis, Clara Quinlan, Rachel Hirt, Kristianna Vedvik, Renay Ulibarri, Clara Quinlan, Pragati Sharma, Jennifer Douglass

Call to Order: Hank Dalton called the meeting to order at 8:00 am.

Administrative Business

1. Approval of Minutes 2017-11-29

Motion by Eveline Grady to approve the 2017-11-29 minutes - second by Derek Cole
Motion approved 7-0-0

2. Celebrations and Kudos

Kelly Reeser

- ❖ Congratulated Renay Ulibarri, Peak to Peak Charter School's lead custodian, for winning a 2018 Impact on Education Award! The entire Board congratulated Renay on receiving this well-deserved award. The Impact on Education award ceremony will take place on March 15th at the JCC in Boulder. Everyone is invited to attend.
- ❖ Many thanks to Elizabeth Gable, Chris Jensen, Jaimee Miller, and Sam Todd for closing the real estate deal.
- ❖ Summit Middle School in Boulder will open a new High School in 2019, which is positive for the Charter world. They are in the middle of negotiations with BVSD.
- ❖ Congratulations to the recipients of our innovation grant (2nd round). We were able to give out another \$17,000. We are planning on videotaping the implementations of the innovation grants and reignite the appeal around that at our annual gala (March 9th).

Melissa Christensen

- ❖ Kudos to Marti Oliva and Michelle Eckstein for receiving a Classroom Innovation Grant from *Impact on Education*. These grants are very difficult to obtain and they have done a fantastic job securing them!

Lori Preston

- ❖ Highlighted the tremendous work Brandon Nelson put into the Science Fair. Many thanks also to some board members who participated!

Kyle Mathews

- ❖ Congratulated Kim McConnell who was recognized as Cross Country Coach of the Year in Colorado for High School Girls by the US Track and Field and Cross Country Coaches Association. It's a prestigious award and very timely. Please congratulate her when you see her.

Public Comments

- ❖ None

Waiver from School Readiness Assessment - TS Gold

Kelly Reeser

Presented a brief timetable for the steps the administration is taking to receive the waiver.

Motion by Hank Dalton to approve the Waiver from School Readiness Assessment (TS Gold), second by Elizabeth Gable

Motion approved 7-0-0

Hank Dalton

Commented that some issues should probably not take two meetings to get approved, especially when it's an administrative matter based on the expertise of our professionals. He suggested discussing this at a future meeting.

Volunteer Coordination Team report

Hank Dalton

- ❖ Nicole Harrison who represents the Volunteer Coordination team was unable to attend due to family sickness. She will report back to us at the next meeting.

Principal reports

Lori Preston

- ❖ 6th grade learners participated in an outdoor education experience at Coal Creek which was very successful and supervised by Dr. Patrick Marti. The middle school would like to integrate more outdoor experiences like that into their curriculum.
- ❖ Student-led conferences had a new format this year and were very well received (supported by surveys).
- ❖ New this year is that our SPED teachers are able to better support our general ed teachers, giving them tools and targeted suggestions on differentiation methods.
- ❖ The Middle School has done some re-norming in certain areas. We implemented a 'no backpack' policy which has been an adjustment, particularly for our 8th graders. In light of social media and Safe-to-Tell information, we re-normed I-Roar, in particular the inclusion piece of it. After much collaboration with elementary school teachers, and as part of a reset, we have implemented mindfulness practices. Teachers are implementing mindfulness practices in the way they are the most comfortable with (movement practices, pausing with deep breaths etc.). Our teachers are already seeing a positive difference in their classrooms.
- ❖ Next week, 27 students are going to the LEAD conference in Washington DC, 11 of which are Middle School students.
- ❖ It's nice to see that 9th graders are reaching back out to our middle schoolers to mentor the 'unlock' 8th grade experience.
- ❖ Dr. Marti is stepping down from the 6th grade leadership position, a role that will be taken on by Kim Struck.
- ❖ BVSD's compliance specialist Shannon Numair trained our MS staff on BVSD's Frontline tool and ways in which our teachers are expected to document support for their learners.
- ❖ Our Latino community was invited to watch a documentary "Being Ñ" in December. The documentary is based on the experience of a NY woman; the documentary author was able to attend the showing. Ensuing conversations were profound and enriching for our families.
- ❖ Middle School is celebrating its own intercom channel 'zone 3.'

Kyle Mathews

- ❖ He was able to visit CU's new Innovation Center at Williams' Village this week. He gathered some ideas from their program, and is positive that we could replicate some parts of it and come up with an improved version. The center was full of spaces for collaborative work in small teams, 3D printers, cloud computing stations, VR stations and makerspaces to build and craft projects of choice. The other space on the main college campus is a 40,000 sq ft Idea Forge for engineering and similar projects. These spaces are worth seeing and using for business and project ideas.
- ❖ Our high school will start a partnership with CareerWise Colorado. It's a program that partners local industries and companies with High School students in an apprenticeship format and has sound financial backing. Three of our sophomores who apply will be able to join the three-year paid apprenticeship program which will also give them college credits that are covered by a generous foundation grant. It's a great opportunity for our

school. The Walton foundation will cover expenses related to the program such as transportation, clothing etc. Our counselors are identifying students who would be a great fit for this type of program. Applications are due March 1st. A parent night on February 6h (3:30pm - 4:30pm) will go into more details.

- ❖ Our Curriculum Committee is currently reviewing the summer workload for our high schoolers and looking into offering more standard courses with higher differentiation across the middle level. A proposal will come forth to the committee and board next month.
- ❖ Our K-12 Spring assessments are in place for April. Tracy Durland has coordinated our K-12 assessments in alignment with BVSD.
- ❖ At the secondary level, we are currently looking at the possibility of an 8-period day. See the Friday Digest for an article sharing details. Switching to a different structure would give teachers more prep-time, and students more flexibility in structuring their day around their needs including less homework by class on a nightly basis. We are still examining all the aspects of a new structure and its budget implications. The fundamental idea is to use our time more efficiently and allow high school students (juniors and seniors) to have later start times as recommended by research (by opting for a later start or earlier release per their individual needs).

Melissa Christensen

- ❖ Exceptional literacy training (Orton-Gillingham) is a valuable tool for our teachers in supporting struggling readers. This week, our first grade team is receiving that training. According to elementary teams who have previously completed the training, it is the most valuable professional development tool they received on how to teach foundational reading skills.
- ❖ The elementary school is working on master scheduling. It's always a balancing act, and the ES team is trying hard to achieve equitable teaching for all students.
- ❖ A few of our teachers have already received the Well Managed Schools training with great success. It's a program developed by Boys Town that teaches proactive behavior management strategies and how to set up lessons for success. The elementary school will participate in this training together again as it's a fantastic teaching tool.
- ❖ Our teams are completing a lot of work around data. They are sifting through reading and math data and analyzing more deeply student growth, and where adjustments need to be made.

K-12 Teacher Librarian Job Description

Melissa Christensen

Currently, we have two specialists who work in the K-12 librarian position, each with different emphasis areas. Melissa Christensen has updated the job descriptions reflecting the current work practices and responsibilities. In order to align with CDE (which grants a teacher-librarian certification) she updated the Librarian job description as well as its title. The board is asked to please review the proposed job description and ask any questions should they arise.

Indigo Assessment Results

Clara Quinlan reported back to the Board on the Indigo assessment results and its applications in the high school classrooms. She gave the Board a brief history on the roughly 4 years of Indigo assessments at Peak to Peak. Our staff has been able to gather a lot qualitative and quantitative data over the years. This year, two data analyses are being conducted: a longitudinal data analysis of the school's pioneer Indigo participants (class of 2018) as well as a collaborative research study with Yale University on student engagement.

- ❖ In collaboration with Yale University, we are piloting an Indigo teacher dashboard. 12 of P2Ps teachers are using the dashboards to inform them on how to best group students or identify motivators for our learners.
- ❖ As part of the longitudinal study, we noticed that our class of 2018 showed a 9.0% increase in the 'Potential Entrepreneur List' category.
- ❖ As part of our school's improvement plan we ran a low growth cohort (informed by test scores, attendance, counselor recommendations, behavioral cues) with the goal of trying to support this specific subgroup best in their learning.
- ❖ While there is some apprehension that students could be pigeonholed, Indigo should be seen as a tool and a springboard for conversation between students, parents, counselors and teachers. The goal is to best support our learners by identifying their motivators, behaviors and socio-emotional framework.
- ❖ Yale projects to complete their analysis by May/June and will provide their results then.

A question and answer session with the board ensued and revealed the following:

- ❖ Data is revealing that the Indigo tool can accelerate the learning curve, especially at the beginning of the school year. It also shows that it gives teachers a better way to create more meaningful and balanced groups.
- ❖ Indigo reports have proven to be a very useful tool for our MS principal in terms of facilitating more fruitful conversations when approaching staff members as their leader.
- ❖ Students get tested throughout their early years, but this is a good way for students to learn about themselves outside of rubrics and grades.
- ❖ The Indigo assessments are rolled out with strong communications to parents and students. Students are encouraged to take pieces of the Indigo assessment that speak to them and let go of the ones that don't.

EDO Report

Sam Todd updated the Board on the following topics:

- ❖ Utility Costs per square foot decreased to 1.11/sf. It's a positive downward trend and a result of our of energy savings measures.
- ❖ The land acquisition was a big success. The closing went smoothly and the parcels closed at \$360,000 and \$417,323 respectively amounting to a combined price of \$777,323 or 18 DCOH (days cash on hand). We have met with city of Lafayette representatives and they indicated that rezoning the properties from industrial to public

will be no problem. Since re-zoning is done once concrete plans are underway, there is no urgency to rezone right now. Fees are associated with re-zoning. Many thanks to Chris Jensen who donated a large portion of his commission back to our school. DCOH is revised to 104, which is less of an impact than what we initially thought.

❖ Finances

- Days Cash on Hand: As result of the land purchase DCOH will go down, but it's still over the minimum threshold.
- Debt to Net Worth: For the first time in our school's history net assets are exceeding total liabilities and the net ratio is down to 1.0, the lowest ever.
- Total Salaries & Benefits as % of Revenue: salaries & benefits as a % of total revenues was reduced from 60.7% to 60.2% as MLO increased. We expect this to go up next year.
- Total Debt Service as % of Revenue: It's on the downward trend and dropped from 8.8% to 8.5%.
- Budget Surplus as % of Revenue: The budget surplus was at \$711K.
- Budget performance: Revenues came in at 101.3% and expenses came in at 97.5% which reveals a strong budget performance.
- Fund Development beat their budgeted amounts by over \$111K at \$535,477.
- We are in great shape financially. The ELT will be diving into 1018/19 budget work in February.

❖ Food Services

- Our food service department is working with Erin Manzanara on the "Junk the Junk" initiative.
- We have received another 'excellent' rating by the Health Department, and have received 'elite' status within that program, something worth celebrating.

❖ Fundraising

- Our Major Gifts Officer Robyn Steuer is leaving at the end of January. The job description for this position is currently being revamped by a subteam with Derek Cole and Eveline Grady as board liaisons. Many thanks to Brad Elliott who shared data and metrics on how we can better measure the success of this position.
- Events and Community Building: Rachel Hirt continues to exceed expectations. The auction planning is going really well. Colorado Gives Day donations amounted to \$45K (roughly \$5,000 above last year). Our Annual Gift campaign has so far collected over \$80K in donations.
- Innovation Fund: The second round of innovation grants have been awarded - we will produce a video highlighting the use of those funds - this should be a big winner at the auction.

❖ External Leadership

- Ben Lindquist at the Colorado League of Charter Schools is hiring and adding to his team. A lot of work is being done on their strategic plan. Eventually, the League will be able to offer more services than in the past.
- Colorado Educational and Cultural Facilities Authority Board - CECFA will continue to offer tax-exempt bond options for charter schools facility financing

which is a big sigh of relief for the organization. (US Congress kept private activity bonds intact.)

- We met with a representative from the Boulder Housing Authority concerning the land which sits between Emma/Canterbury Drive/119th street. The Housing Authority is currently planning low-income housing on that parcel, consisting of 500 units (a mix of townhomes, duplexes, apartments and senior living options). We expect construction to start 2020/21. We are actively talking to planners to encourage them to build a connection between Canterbury and 119th street, so as to siphon off exit traffic from our school. While the current plan just contains housing, there might be room for mixed usage spaces, such as a coffee shop.
- BVSDs Board of Education is studying how to implement HB-1375 (mill levy equalization law that passed in November's election) and we are asking to be included in those conversations. A 5% reduction in Mill Levies would amount to a \$200,000 loss and reopen contract negotiations as well as open up a legal challenge.
- All indicators show a 4.3 % increase in PPR (per pupil revenue).

Supplemental Budget 2017-18

Sam Todd informed the Board on the reasons behind the supplemental budget.

- ❖ The district was late in notifying us of changes, which ends up in our favor. Mill Levies went up and purchased services went down which represents an overall \$100,000 amount in our favor. We will approve this at the next meeting, and changes will be posted on our website.

BREAK

9:29am- 9:44am

EDE Report

Kelly Reeser reported back to the Board on the following issues:

- ❖ Legislature: It's important that we keep apprised of the implementation of HB-1375 and that we keep a place at the table in terms of decision making. In general, BVSD is a successful school district and us being part of that gives us and BVSD a voice within the Colorado legislature.
- ❖ External/Internal Relationships: On January 4th, Kelly Reeser attended a panel discussion of state legislators to discuss education topics addressed in the upcoming legislative session.
- ❖ Website Platform Update: Jennifer Dauzvardis, together with a big team/task force, has been overseeing the switch to a new website platform. Teachers will have to rebuild their

classroom pages, and will be offered training for that. Hopefully it will be a seamless transition with the new platform up and running July 1st. Google platforms as well as Infinite Campus will be easy to integrate. BVSD is currently exploring different platforms, something we are watching closely. We are also reviewing the architecture of our website - the mobile application will be personalized with a seamless connection to IC.

- ❖ School day/Calendar subcommittee: Research and surveys of families and staff have been completed. The results of the surveys indicate that there is no strong mandate to make significant changes to our calendar or schedule. As an outgrowth of the subcommittees recommendations (research is indicating the need for more sleep in older students) we are currently looking at 8 period days, with four days of block days. Right now we are conducting a feasibility study on this.
- ❖ Open Enrollment: The current numbers are consistent with past years.
- ❖ Hiring: Some coaching positions have been filled. The opening of several coaching positions are not due to a certain pattern, but are rather a seasonal occurrence. Our coaches are for the most part not part of P2Ps staff, which is unique to our school and has an impact on our retention.

Strategic Plan (video), Board Goals and Future Direction

Kelly Reeser and Hank Dalton

The strategic plan is live! Jennifer Dauzvardis completed final tweaks (including some great pictures). An introductory video will be sent to families today. The Board of Directors watched the video which is now on our website. Live links are part of the document as well as a more intuitive navigation. Kudos to Jennifer Dauzvardis for the thousands of hours poured into make this document a true reflection of our school's strategic plan. The Board will develop its aspirational goals on the base of this document. As a next step, we will need to formulate our goals and vote to approve this strategic plan.

Motion by Hank Dalton to approve and adopt the strategic plan as presented, second by Elizabeth Gable

Motion approved 7-0-0

Discussion points:

- ❖ Aspirational goals should revolve around the master schedule, enrollment numbers, land usage, innovation options. The budget will inform those discussions.
- ❖ Once we agree on goals, funding will follow.
- ❖ The role of the Major Gift Officer will be tightly linked to our goals as it will be his/her job to pursue funding for them. The current subteam is working on a new Job Description to be sent out before the February 7th meeting.
- ❖ Board of Directors wants to use the March 7th board meeting for a community presentation on the subject. The suggestion was made to offer childcare at that meeting (with the support of NHS students) as well as at the accountability community meeting.
- ❖ Pieces or the entirety of the strategic plan should be translated into Spanish so that our entire community has access to it.

Future Meeting Topics

Various Board Members

- ❖ Let's schedule another community meeting for April 23rd so that Janice Thorpe can share out the findings of the annual survey conducted by our accountability committee. It was well received last year - let's plan it in the evening around 6 or 6:30pm.
- ❖ A suggestion is made to invite a guest speaker from Great Education Colorado. This organization supports renewed action across ideological lines in terms of educational funding. The guest speaker would educate board members of current funding. It would give our governing body the tools to participate in funding conversations and in crafting solutions for the future. Right now, the formula to calculate PPR is very complex and dependent of fluctuating factors such as property taxes. Colorado needs a funding overhaul as it is currently lagging behind much of the rest of the country in that regard. The board agreed to garner more information around this presentation before making a decision.
- ❖ We need to have more conversations around innovation. An idea is to invite a guest speaker who has participated in STEM development at several schools. It's a topic that aligns with our aspirations around innovation and would be at no cost (Derek Cole).
- ❖ A suggestion is made to discuss a more efficient strategy for approving certain agenda items, such as job descriptions. It's important to keep our community in mind, stay transparent and give board members time to digest information. A consent agenda could be a great tool to approve items that do not require further discussion. If a board member wishes to discuss a point on the consent agenda, it can always be requested and pulled out of the consent agenda. Kelly Reeser will present a list of items that could be part of a consent agenda.
- ❖ The school calendar and school fees will be put on the upcoming agendas.

Board self-assessment/wrap-up

Jennifer Dausvardis provided some valuable feedback on how the board conducted its work.

- ❖ At first, the board session was structured around listening - but the second part of the meeting was more dynamic with more board engagement.
- ❖ Reminds Board members that issues should be seen through a governance lens.
- ❖ Many districts use a consent agenda. Reminds board members that committees (where a lot of groundwork takes place) are an extension of the board.
- ❖ Appreciated the discussions around inviting guest speakers, especially the suggestion of having a clear objective around that with an achievable goal in mind (how can we leverage strategic goals in light of the funding conversation?).
- ❖ Reminded board members to be mindful around employment issues and job shifts.
- ❖ Thanked the board for their work on the strategic plan. She would like to document the work that has been done around that and share it out.
- ❖ Thanked board members for their level of engagement and preparation.

Adjourn Peak to Peak Board of Directors Meeting

Motion to adjourn the meeting by Jaimee Miller, second by Elizabeth Gable

Motion passed 7-0-0

The Board meeting was adjourned at 11:06am.

Respectfully submitted,

Eveline Grady

Secretary

Peak to Peak Board of Directors