



*College Prep in a Small School Environment*

**Minutes of the Peak to Peak Board of Directors Meeting**

**Wednesday, August 12 at 5:00 pm in the Auditoria**

*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.*

**Call to Order-** Lisa Walther called the meeting to order at 5:06PM, **all members were in attendance:**

*Voting Board:* Alison Griffin, Elizabeth Gable, Hank Dalton, Lisa Walther, Lisa Sicker, Gregg Sommer, Sandy Ray

*Ex-Officio:* Kelly Reeser, Kyle Mathews, Melissa Christensen, Sam Todd, Suzanne Ovelman

**Guests in attendance:** Jen Schroeder (Parent), John Wilcox (Dir. of Facilities), Traci Schoeneweis (Director of the Executive Office), Victoria Hankey (Teacher), Vicki Lundquist (Registrar), Stephanie Branscum (HOD co-chair)

**Administrative Business-** Approved Minutes as presented for: May 20, June 6, and Aug. 10 (7-0)

**Public Comments-** Ms. Reeser commented that the Indigo Project had offered to provide the Indigo Assessment, free of charge, to all P2P Board members. Board members agreed to take the assessment, and are grateful to Indigo for the generous offer.

**Confidentiality Agreements-** Lisa Walther verbally verified that all Board members had signed and handed in agreements.

**Voted to Elect P2P Board Officers-**

*Lisa Walther, President*

*Hank Dalton, Vice-President*

*Gregg Sommer, Treasurer*

*Sandy Ray, Secretary*

**Committee Liaisons-**

Each board member stated their preferences for committees, and each committee assignment was discussed. The primary liaison is designated to attend the committee meetings and may arrange for the back-up liaison to cover a meeting in their absence. The back-up liaison may participate in all meetings if desired but is not required to do so.

The following assignments were agreed upon:

<b>Committee</b>	<b>Primary</b>	<b>Backup</b>
HOD (standing)	Lisa Sicker	Sandy Ray
FBC (standing)	Gregg Sommer	Sandy Ray
K-12 Curriculum (standing)	Sandy Ray	Lisa Sicker
Accountability (standing)	Alison Griffin	Gregg Sommer
Volunteer (standing)	Hank Dalton	Lisa Walther
Facilities (ad hoc)	Hank Dalton	Gregg Sommer
Election (ad hoc)	Hank Dalton	Lisa Walther
Fundraising (ad hoc)	Alison Griffin	Gregg Sommer
Legal (sub committee)	Elizabeth Gable	Lisa Sicker
Communication (sub committee)	Elizabeth Gable	Alison Griffin

**End of Year Financial Transfers-** as presented in report by Mr. Todd: Approved 7-0

Transferred \$41,355.92 from Friends Operating Account to Community First Foundation  
Transferred \$375,000 from Friends Operating Account to P2P Operating Account  
Transferred \$190,000 from P2P Food Service Account to P2P Operating Account  
Transferred \$400,000 from P2P Operating Account to P2P Replacement Reserves Account  
Transferred \$260,000 from P2P Operating Account to P2P Reserve Account

A short discussion concluded that FBC should report back their opinion on methodology for reporting the endowment funds.

5:55 a motion to **move into a session of Prairie View** as adopted (7-0)

5:58 a motion to resolve back in the meeting of the Peak to Peak Board was adopted (7-0)

5:59 a motion to **move into a session of Friends of Peak to Peak** was adopted (7-0)

6:01 a motion to move back into the meeting of the Peak to Peak Board was adopted (7-0)

**Salary Adjustments-** The board voted to approve a preliminary budget (dated 8/10/15) reflecting recalculation of salaries to raise them to capture years of experience that had been discounted in the transition of salary scales in 2013-2014. (7-0).

A preliminary budget and several written documents were provided to the Board describing the situation. Ms. Reeser and Mr. Todd verbally communicated that with the adoption of the salary scale implemented during the 2013-2014 school year, an unintended pay inequity resulted between those teachers/counselors who had already achieved their master's degrees and those who received them after the new pay scale was implemented.

An analysis of teacher/counselor salaries, with respect to degree level and years of employment at P2P, showed that 49 should receive a pay increase in their base salary, 41 did not need an adjustment, and 10 should remain at their current 2015-2016 salary levels for approximately 1-3 years based upon the scale amount. The positive adjustment in salaries is financially feasible because of the decrease in the cost of BVSD Purchased Services as negotiated in the contract with BVSD in May 2015.

**Facilities Report-** John Wilcox, Director of Facilities

- Front circle was completed 8/11/15, just before registration.
- Facilities is down to from 4 to 3 full-time custodians. Mr. Wilcox plans to fill the position with Service Master contractor(s).
- The new surface has been installed on the soccer field. Gmax testing (concussion testing) is being performed to ensure compliance to those standards.
- The tennis court site dirt work is complete, the surface finishing will be delayed until September. Mr. Wilcox is working on confirming completion date.
- Mr. Wilcox asked for the community's help and patience with driving and parking through the construction period acknowledging that it will be an inconvenience as we share the area with the construction crews.
- Ms. Schoeneweis will send out information to parents on best ways to navigate the campus.

**EDE Report -** Kelly Reeser, Executive Director of Education

- Ms. Reeser will pilot a new teacher evaluation program this year that allows for inclusion of subjective input and an 'innovation' category. Focus groups were convened last year to provide feedback and Ms. Reeser incorporated the input and made revisions to the draft tools. If the pilot is successful, the new tool will be implemented next year.
- Ms. Reeser attended the National Conference of Charter Schools Conference in New Orleans this summer, citing it as a great experience that was very inspirational on a variety of topics.

**Hiring and Organizational Development (HOD) Committee Report-** Stephanie Branscum, Co-Chair

- Stephanie Branscum, Jamie Miller are co-chairs.
- HOD is currently working on 6 open positions
- Goals for the year will be presented at HOD's next meeting on 8-25.
- HOD sponsors Back-to-School picnic for staff and their families, Friday 8-21 from 4:00 to 7:00 at Lamont Does Park in Lafayette.
- Recruited 2 new members, hope to have 2 more before the training which will be 8:00-3:00, 9-29 .

**EDO Report-** Sam Todd, Executive Director of Operations

- Outdoor Construction- Soccer field complete, a small bit of damage was done to north parking lot, but FieldTurf, who caused damage, has agreed to repairs.
- Ball Field parking lot paving completed, new concrete walkways installed which will allow for snow and ice removal.
- Mr. Todd plans to staff a part-time maintenance position this fall to assist Mr. Wilcox with daily upkeep of the campus. This work was previously done by a full-time custodian who is no longer with P2P.
- Budget Update- All local programs ended with net revenues, with the exception of Athletics, which is always budgeted to have a loss- this year the loss was \$11K greater than anticipated.
- Annual Financial Audit- a different firm, Clifton, Larson and Allen (CLA) will perform audit this year. Change because BVSD requires use of same auditor as district. Auditors will be on campus 8-18 to 8-21.
- Fundraising- \$350K was raised through events and activities, and program expenses were 92% of budget.
- The Auction will be Friday April 1, 2016 at the Omni Interlocken.
- Mr. Todd has been invited to serve on the Board of the Colorado Educational and Cultural Facilities Authority (CECFA) whose organization helps non-profits access low-cost capital financing. P2P has used CECFA to help finance the bond debt in the past but does not anticipate any future need for their service, thus no conflict exists.

**Future Agenda Items-** Agenda items will be generated using the Board calendar, if Board Members have other agenda items they should be emailed to Ms. Walther and Ms. Reeser for inclusion.

**Adjournment-** a motion to adjourn was approved at 7:20 (7-0)

Respectfully Submitted,  
Sandy Ray  
Secretary