



College Prep in a Small School Environment

**Minutes of the Peak to Peak Board of Directors Meeting
Monday, August 8 at 4:35 in the 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.

Call to Order: Mr. Dalton called the meeting to order at 4:35pm. Vote 7-0.

Board of Directors in attendance: Voting Board: Hank Dalton, Alison Griffin, Joanne Hyman, Sandy Ray, Lisa Sicker, Jennifer Schroeder, and Gregg Sommer. Ex-Officio: Kelly Reeser, Melissa Christensen, Sam Todd, and Kyle Mathews.

Guests in attendance: Traci Schoeneweis, Jen Dauzvardis, John Wilcox, and Brian Dupras.

Minutes:

Action Items Status Update from June 1, 2016 meeting:

- 1 – ELT will take up the capital project list this fall, reprioritize and will determine how best to communicate with community.
- 2 – The track project is on hold until assessment of priorities now that we have factual bid data, which came in higher than anticipated.
- 3 – Board training plan: completed.
- 4 – Mr. Wilcox looked into HVAC noise level in the College Counseling Center. It has been determined there is better sound capability through the use of microphones, but there could be associated costs. Mr. Wilcox has been asked to review the cost of amplification for the room, outside of using the two handheld mics.
- 5 – Support bonuses distribution: completed.

Approval of the minutes from the June 1, 2016 meeting; Motion from Ms. Ray, Second from Mr. Dalton. Vote 4-0; three abstentions: Ms. Sicker, Ms. Schroeder, Ms. Hyman.

Nomination of Board Officers:

The board received nominations for board officers.

President: Ms. Hyman nominated Mr. Sommer as president; Second from Ms. Sicker. Mr. Dalton: self-nominated.

Vice President: Ms. Sicker nominated Ms. Schroeder for vice president; Second from Ms. Ray.

Treasurer: Ms. Hyman nominated Ms. Ray for treasurer; Second from Ms. Sicker.

Secretary: Ms. Sicker self-nominated.

Mr. Dalton withdrew his nomination for president. The slate of officers will be voted on at the August 17 meeting including: Mr. Sommer, President; Ms. Schroeder, Vice President; Ms. Ray, Treasurer; Ms. Sicker, Secretary.

Executive Director of Education:

Ms. Reeser highlighted the presentations given at the National Alliance of Public Charter Schools conference this summer.

She also discussed how BVSD utilized the P2P buildings over the summer for summer school. Mr. Sommer asked about other requests from BVSD for P2P facilities and Mr. Wilcox responded that there are some requests that will be honored when the space is not already being used by P2P.

Executive Director of Operations:

Mr. Todd highlighted the Q4 report, noting the following highlights: P2P received a 2.7% increase in state per pupil (PPR) funding in 2015-16 and the school was able to grant pay increases and finished the year better than budgeted. Revenues for P2P and Friends of P2P totaled \$16.5 million, or 103% of budget; while expenditures were \$16.9 million or 99.7% of budget.

Mr. Todd affirmed that the building project will finish at \$10,850,000. Not all expenditures got into last fiscal year; budget for FY16-17 will include a campus build out line with \$100k. There were only \$100k in change orders on the near \$11m project. Mr. Todd recognized the full team involved on the project.

During the review of the Q4 report, Mr. Sommer asked questions about the merchant account and the separation of funds. Mr. Sommer, Ms. Ray and Mr. Todd will join with the accounting staff to discuss the next steps and interpretation of the policy.

Mr. Todd reviewed for the board the end of the year transfers.

Mr. Todd offered a budget update and reminded the board that there will be a budget line added for a remaining expenses related to the campus build out. He also informed the board that BVSD will be discussing the possibility of putting a new mill levy on the November ballot for ongoing building and maintenance expense. Mr. Todd noted that it is likely the board will have a budget to review later this fall based on the outcome of the new mill levy measure.

Future Meeting Topics:

- 1 – All voting board members are to email Mr. Sommer their committee liaison choices
- 2 – Ms. Griffin will provide a memo regarding a proposed communication plan at the August 24 meeting.
- 3 – Ms. Sicker will provide a new format for the board meeting minutes at the August 17 meeting.
- 4 – Ms. Sicker will provide a memo on how to enhance relations with the broader community at the August 17 meeting.
- 5 – All board members will review the budget and discuss capital priorities as we approach the November meeting(s).
- 6 – Ms. Reeser will provide a general announcement to the P2P community about the strategic plan and KPI revision process in an early school year edition of the Digest.

7 – Ms. Reeser will make suggestions regarding the strategic plan/KPI meetings at the August 17 meeting.

8 – Each of the four KPI groups will determine the best way to engage the broader P2P community by the end of September.

9 – The board will review budget priorities to determine the next steps in the track upgrade project.

10 – Mr. Todd will publish the capital priorities list to the P2P community in the second Digest of the school year.

11 – Mr. Todd, Mr. Sommer and Ms. Ray will meet to discuss how donation monies will be captured in separate accounts by the August 17 meeting.

12 – Ms. Reeser will survey the board about their availability for the September 7 and December 7 meetings, which need to be rescheduled due to evening event conflicts.

13 – During September, the ELT will work on a policy regarding community use of the tennis courts.

14 – Committee liaisons will begin to present this fall a report to the board following each committee meeting to which they serve as liaison.

15 – The board will consider selecting officers earlier in the year to ensure that new officers have time to plan for the school year ahead.

Motion to Adjourn from Ms. Ray, Second by Ms. Griffin, 7-0. Meeting adjourned 5:37pm.

Respectfully Submitted,
Alison Griffin