



College Prep in a Small School Environment

**Minutes of the Peak to Peak Board of Directors Meeting & Work Session
Wednesday January 20, 2016 at 8am 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: Ms. Walther called the meeting to order at 8:00am.

Board of Directors in attendance: Voting Board: Hank Dalton, Elizabeth Gable, Sandy Ray, Lisa Sicker, Gregg Sommer, and Lisa Walther. Ex-Officio: Kelly Reeser, Sam Todd, Melissa Christensen, and Kyle Mathews.

Guests in attendance: John Wilcox, Megan Freeman, Traci Schoeneweis, Derek Cole, Joanne Hyman, Kimberly Gannett, Linda Bostic, Brian Rauscher, Kristianna Vedvik, Vicki Lundquist, Robyn Steuer, Sarah Boonstra, Sarah Miley, Libbi Peterson, Brian Dupras, Mary Campbell, Brian Rauscher, Lynne Shults, Tracy Thompson, Renee Cooke, Alexander Mowery, Deanna Webster, Deanne Kasic, Robin Peterson, Leah Reeder, Claire Hankla, Lauryn Legeer, Fiona Freeman-Grundeis, Gaia Malin, Michelle Eckstein, Peter Chandler, Kim McConnell.

Minutes: Approval of Board Meeting Minutes from December 16. Changes to the draft minutes were offered by Lisa Sicker as follows: In "Endowment Structure, change "the team continues to discuss" to "the team has agreed to" the separation of endowment and operating funds in financial statements, and on the Financials audit report, replace, "No significant difficulties ...on the audit." with: "CLA identified a significant deficiency and other deficiencies in internal control."
Vote on the changes: Approved 6-0. Vote on the minutes as changed: 6-0.

Public Comments: Students Fiona Freeman-Grundeis and Gaia Malin expressed support for the implementing the policy on gender neutral bathrooms.

Sara Miley, speaking for the Accountability Committee, said that the Family Survey is now released, and asked the Board to encourage all parents to take the survey. She noted that the survey has good anonymity security. She added that the survey does not contain any questions related to the Endowment because the Committee is unclear about the changes being considered and that the survey should not be a vehicle to educate.

Lisa Walther congratulated Traci Schoeneweis on her Impact on Education Award.

Sandy Ray praised Brandon Nelson, 8th grade science teacher, and Angela Finan, parent volunteer, for last week's superb 8th grade science fair.

EDE Report: MS leadership transition: Ms. Reeser expressed her appreciation to Libbi Peterson, Grant Safranek, MS grade level leaders (Vicki Hankey, 8th grade; Monika Bunting, 7th grade; and Jen Jouzdani, 6th grade), and the MS counselors (Manele Short and Andrea Salvo) for their leadership with staff and students in the recent weeks. In addition, Melissa, Kyle, Libbi and Clara have stepped up to carry out evaluation meetings and observations with middle school staff to ensure that they are supported in their professional growth throughout this leadership transition.

Ms. Reeser said that members of Peak to Peak's staff will give seven presentations at the state charter school conference, to be held at Omni Interlocken Hotel, February 25-27, and encouraged board members to attend.

Ms. Reeser also noted that several middle school teachers will be presenting workshops at upcoming state-level conferences: Vicki Hankey, Jen Jouzdani, Brian Rozinsky, Tracy Cloninger and Yolanda Meiler.

EDO Report: Financial: Mr. Todd said that the budget for 2017 will see some changes, specifically, the separation of funding and reporting of Friends of Peak to Peak from the School's operating budget, as well as the addition of a uniform budget summary that is used by BVSD. The budget projections for revenue remain conservative, reflecting the Governor's budget proposal. If the legislature favorably resolves the hospital provider fee issue, additional revenue could be available.

Build out furniture: With three vendors competing for the school's business, Mr. Todd feels that all the furniture needed could be obtained from one vendor. There was discussion of whether the school should reduce the buy and use old furniture, both in the cafeteria and in the counseling offices. The Board authorized Mr. Todd to negotiate for a buy of not greater than \$240,000. Vote: 4-2 (Ms. Ray and Ms. Sicker dissenting).

Principal Reports

High School: Mr. Mathews said that juniors will take ACT for the last time this spring, sophomores will take PSAT 10 this spring, and frosh will take PSAT 9 next school year.

Middle School: Ms. Peterson observed that the transition in leadership is going well; she added praise for the Science Fair and noted that the 7th grade Courage Retreat is planned for February 17th.

Elementary School: Ms. Christensen said that literacy adoption was making positive progress, and that evaluation of the emphasis on reading for homework was ongoing, but initial evidence was positive.

DEO Report: Ms. Schoeneweis reported that the Support Staff Subcommittee met in December and January, with support staff offering observations concerning their need for professional development, Staff's awareness of their roles at Peak to Peak, and a desire to be noticed, valued and appreciated. The SSS prepared a survey to be sent to all non-teaching staff (with anonymity protected) in late January soliciting feedback on issues. Actions will be determined after the survey is complete.

Ms. Schoeneweis gave special recognition to Heather Szott, Rachel Cutillo, Lisa Jackson, and Kristin Putnam, who initiated and are now leading the new Student Writing Center in the Think Tank.

2016-17 Proposed Calendar: Ms. Schoeneweis described the differences from this year's calendar. She discussed how Peak to Peak accounts for instructional days and minutes, in comparison to other schools and BVSD, noting that Peak to Peak meets the state requirements. Even though Peak to Peak's calendar does not align exactly with BVSD's, Peak to Peak students are on campus the same amount of time or more as students in other BVSD schools.

Food Services Manager Report: Ms. Begley discussed the continued improvement in the financials of the food service program (more students participating) and the implementation of web-based software for food service. Ms. Sack discussed new food offerings at lunch. Sam Todd mentioned that grant proposals authored by parents Annie Sasseville and Raquel Hink resulted in the receipt of several thousand for a new organic milk dispenser, a salad bar and for the school gardens.

Volunteer Coordination Team Update: Ms. Bell briefly described the status of several volunteer supported projects, and that the work had begun on compiling a Volunteer Handbook that will support the Volunteer Process Document and describe all the various volunteer activities at the school.

Track Expansion: Mr. Chandler and Ms. McConnell described the need for the resurfacing of the existing six-lane track (health and safety) and the desirability of expanding the track to eight lanes (to safely accommodate numbers in practices and events). Mr. Todd said that by contracting for the design for an eight-lane track now, we can be in a position to evaluate through actual bids whether to expand the track now or to hold the expansion to a later date.

The Board approved contracting with Norris Design for the design of the eight-lane track with included pole vault pit. Vote: 6-0.

Protocols for Implementation of BVSD AC-E3: Mr. Brian Dupras offered an alternate version of the implementation protocols and his reasons for that wording. There was discussion of wording of the draft and the reasons for and against the use of the term "consistently identified." The Board voted to adopt the draft protocols, striking the phrase, "If a student identifies as transgender," from paragraph 5. Vote: 6-0.

Endowment Committee Update: Postponed to February 3 meeting.

Fundraising Committee Update: Postponed to February 3 meeting.

Community Relations Committee Update: The Committee proposed a Community-Board Meeting after a board work session or meeting to provide community members with a less formal setting to engage the board, to enhance community - board relations. It is in alignment with a recommendation from the Accountability Committee's report to the board to "create opportunities to enhance community cohesion," suggesting a Town Hall type of meeting.

Wednesday, March 2, is the first meeting.

- Time: Immediately following Work Session or Board meeting (7pm to 8pm)
- Location: At school, same location as board meeting
- Structure:
 - On agenda as last hour of work session or Board meeting

- Minutes format TBD
 - Typically 2 topics then "open" topic
- Topics Format:
 - Two topics, with open topic after
- Questions:
 - written
 - [at least 3 days prior to meeting?] email questions to P2PBoard@googlegroups.com; Communication Sub Committee consolidates questions and shares with the rest of the Board
 - at meeting:
 - as relevant or in open topic
- Possible First Meeting Topics:
 - Campus Build-out
 - Community Events

The Board approved the proposal. Vote: 6-0.

Business Meeting Adjourned. Vote: 6-0

The meeting was adjourned at 11:15am.

Respectfully submitted,
Hank Dalton