



College Prep in a Small School Environment

**Minutes of the Peak to Peak Board of Directors Meeting
Wednesday, March 2 at 5pm 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 5:07pm. Vote 6-0.

Board of Directors in attendance: Voting Board: Hank Dalton (arrived at 5: 18pm), Elizabeth Gable, Alison Griffin, Sandy Ray, Lisa Sicker, Gregg Sommer, and Lisa Walther. Ex-Officio: Kelly Reeser, Sam Todd, and Kyle Mathews.

Guests in attendance: Traci Schoeneweis, Kristianna Vedvik, Vicki Lundquist, Jen Dauzvardis, Rich Bradfield, John Wilcox, Scott Dangel, Sarah Boonstra, Brian Dupras, Janice Thorpe, Jennifer Douglass, Megan Freeman, Mark Rockwall, Victoria Hankey, Jennifer Bradfield, Katie Richards, Linda Willetto, Phil Mehalko, Robyn Steuer.

Minutes: Mr. Sommer offered an amendment to the Board Meeting Minutes from February 17, 2016. The amendment clarified the update from the FBC Committee and changed the summary to include references in two places to “unrestricted funds” so the new text reads as follows: “Consensus was reached that the credit rating does not need to be maintained, but the reserves must be held to no less than 80 days cash on hand, unrestricted funds, more than the 70 required by the bond holders” and “Reserve to be rebuilt over the next few years to 90 days cash on hand, unrestricted funds, depending on State funding.” Approval of Board Meeting Minutes with Amendments from February 17, 2016. Motion to Approve: Ms. Sicker, Second: Ms. Ray. Vote 7-0.

Public Comments: Ms. Dauzvardis recognized the staff who presented at the Colorado State Charter School Conference over the last week including administrators, counselors and teachers.

Mr. Dupras thanked the Board for the attention to his emails over the last few weeks. He appreciated the rough locker room sketch based on his questions regarding private locker room space.

EDE Report: Ms. Reeser recognized staff and faculty who presented at the State Conference. She encouraged Board members to attend the conference in future years.

Ms. Reeser informed the Board that the Bonus Subcommittee meets on March 3 and will have recommendations for the next board meeting.

Ms. Reeser recognized Brian Rauscher for his good work on the first Summer Experience Fair on February 25.

Ms. Reeser addressed the Colorado Department of Education (CDE) Percentage Ranking Reports and provided a summary of the PARCC/CMAS testing schedule. Ms. Walther asked why students are opting out of testing; Ms. Reeser said a variety of reasons. Testing fatigue, because they can, media reports about culture of testing. Ms. Durland is connecting with families one on one to understand their reasons for opting out, responding to questions and concerns.

Ms. Reeser noted that the Job Fair would attract more than 300 candidates and over 50 entities this year.

Ms. Reeser also reminded the Board that the ELT would be meeting to discuss the strategic plan and any format changes that are needed to future KPI meetings.

Ms. Reeser discussed the technology refresh that will occur in the late spring/summer through the purchased services agreement we have with the District. There will be a meeting with BVSD IT personnel to discuss plans for the refresh. Currently, the staff is taking a campus-wide inventory of technology. Mr. Sommer asked about where we are with our equipment versus our wish list on inventory. Ms. Reeser noted that we are assessing where we are right now with the age of equipment and working on a gap analysis of what we need. Ms. Sicker asked about the deadline and Ms. Reeser noted that the deadline for getting our desires made known to the District is April 15.

EDO Report: Mr. Todd discussed the campus build out process; the board had full exposure to the new spaces before today's meeting. Furniture delivery is planned April 8 and May 9 for different spaces. Mr. Todd recognized Ms. Thorpe for the connection to the furniture provider. Meeting on the track design was recently held and we will be able to move forward to get competitive quotes in the spring. Mr. Sommer asked Mr. Todd to confirm when buildings will be ready in April; Mr. Todd noted that we will be able to use the gym for graduation, but there will be no use of buildings until fall 2016 and until we get the certificates of occupancy.

Mr. Todd asked for a second working meeting in April to go through the budget with the board. Supplemental PPR increase for this year will push up PPR to \$7234, up almost \$30 from the original amount. This will increase the base for any increase in funding for next year. However, Mr. Todd reminded the Board that there is still a political battle over the "hospital provider fee," which could jeopardize this increase. The Legislature will wrap up their session the first part of May.

There will be a house party at the home of Aaron Harber, a former P2P parent, on May 3rd that will feature Congressman Jared Polis from Boulder, and a supporter of charter schools in Washington, DC. Mr. Todd asked for members of the board to share names with Ms. Steuer for people who would be interested in learning more about the work of Peak to Peak from the broader community and would be interested in financially supporting our scholarship fund.

Mr. Todd recognized the work of Ms. Hirt to secure more sponsors and donations for the P2P Gala on April 1.

Mr. Todd provided an update on the food service activities including the fact that the grant for the milk dispensers has been received and the items have been ordered. The new salad bar will be ordered

soon. As part of our participation in the national school lunch program, we receive approximately \$23k in free food through the federal commodities program. We were just notified that we will be able to obtain organic produce through this program. All vegetables and fruits will be organic going into the 2016-17 school year.

Mr. Todd presented the student fee schedule to the board. Ms. Walther asked for an accounting of fees between prior years and current year and asked Mr. Todd where we stand in collections vs. charges. Mr. Todd agreed to send the full spreadsheet of fees to the board for review before the next meeting.

Mr. Todd invited Mr. Dangel of H+L Architecture into the meeting to discuss his work on ADA compliance and accessibility of our buildings. The board was presented with the question of considering additional alterations to doors with push buttons to allow for easier access to persons with disabilities. The approximate cost is \$5k/per door/per function.

Mr. Dalton presented the drawing from H+L on the shower/changing rooms, which was requested by Mr. Dupras. Ms. Sicker expressed her concern about where we are in the construction process and the fact that funds have already been committed. In addition, she noted that she believes the spaces that are currently available are accommodating and appropriately private for students. Mr. Mathews expressed that there may be future opportunities for revisions to space that would accommodate private bathroom space with new individual changing areas. Ms. Gable and Ms. Walther noted that there are solutions in place already and would prefer to move forward with our plans as they are in place and not risk financial or construction delays.

Principal Reports:

Ms. Christensen discussed the success of the parent-teacher conferences last week. She also noted that staff is currently working on literacy adoption.

Ms. Reeser discussed the MS principal search noting that the current candidate count is over 20. She also noted the immense amount of teamwork that has been displayed by the MS staff in the absence of a MS principal. Ms. Reeser noted this conference season, more group conferences were held to accommodate families who wanted to meet with the full teaching team.

Mr. Mathews used his report to discuss the proposed curriculum topics. First, he discussed Algebra I and Ia course texts and online licenses proposed by the 6-12 math team. The proposal is to cover MS and HS sections next fall for full year algebra classes. Materials and the proposal will go on display in the front office. Cost is \$15,000.

Next, he discussed the 11th grade US history proposal to purchase supporting materials that will embed relevant economics instruction and lessons into the 11th grade course. Materials and the proposal will go on display in the front office. Cost is \$1,750.

Third, he discussed the creation of a 12th grade Capstone Concord Review class, proposed by the 6-12 social studies team. The course will be a focused study hall to allow seniors time to craft historical works for submission to The Concord Review and a few creative writing partners. Will be modeled

after the Science Research Seminar already in place at P2P. No FTE or additional budget resources are needed at this time.

Next, the 6th grade band and choir semester course pilots are still under development and will be presented to the 6-12 Curriculum Committee in the next month.

Finally, he discussed a 6th grade American history proposal that is still under review with the 6-12 social studies team that would allow for the purchase of multi-year online licenses and texts/supporting materials. The 6-12 Curriculum Committee will review at a future meeting. Cost is approximately \$10,000.

Ms. Walther expressed her interest in other Capstone areas and opportunities for students to test out while still in high school. Ms. Sicker expressed her support for more options for MS electives. There was board discussion about how the Capstone program was very appropriate for college prep school.

Facilities Director Report: Mr. Wilcox noted that the campus build-out budget is on track and is running at 64% complete; about \$4m remaining to be billed and paid.

The team is on-track for hiring a part-time maintenance staff member.

As the custodial staff gets smaller, on-call has become an issue when rotation has gone from 7 to 3 individuals. There has been a suggestion to meet with BVSD school security and willing to take on-call calls in a pilot program.

Mr. Wilcox has been working on cost per square foot to capture utility costs. At the six months period, will count the square footage of spaces and use that as an estimate for future budgeting. All lighting in new spaces is LED.

Facilities budget is running at 61% at the end of January; higher costs likely because of snow removal and extra utility costs.

Athletics & Activities Director Report: Mr. Chandler offered highlights from the fall and winter sports seasons. Sixty-nine percent of students participate in activities and/or athletics at P2P. Ms. Walther suggested that the accolades and achievements are shared more broadly with the school community.

Endowment Goal Committee Update: Mr. Sommer (on behalf of Ms. Walther, Mr. Todd and Ms. Reeser discussed 1) the work of the committee to address the scholarship fund; 2) the structure of the fundraising office and internal/external fundraising and community engagement; 3) all types of designated gifts; 4) formalization and documentation of the processes and controls; 5) communication with all aspects of these decisions with the community; and 6) communication needed between the P2P leadership and voting board members. Mr. Sommer presented recommendations to the board, which were discussed and will be voted on at a future meeting.

Mr. Sommer discussed the model for the subgroup concept and how effective it has been in this case. Ms. Walther and Ms. Gable expressed appreciation for the work of all involved in the process.

Mr. Sommer also reminded the board of the opportunity to support the P2P Gala by sponsoring the band.

Business Meeting Adjourned: Motion to adjourn by Mr. Dalton, Seconded by Ms. Griffin; Vote 7-0. Meeting adjourned at 7:03pm.

Respectfully submitted,
Alison Griffin