



*College Prep in a Small School Environment*

**Minutes of the Peak to Peak Board of Directors Meeting  
Thursday, April 7 at 3:30pm 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 3:32pm. Vote 6-0.

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

**Guests in attendance:** Traci Schoeneweis, Jen Schroeder, Megan Freeman, Jen Dauzvardis, Victoria Hankey, Jen Bradfield, Rich Bradfield, Jennifer Douglass, Andy Conigliaro, Janice Thorpe, Amy Brasier.

**Minutes:** Approval of Minutes from March 16, 2016 meeting; Motion from Mr. Dalton, Second from Mr. Gable. Vote 6-0.

**Public Comments:** Jen Bradfield gave praise for the KPI meeting held prior to the board meeting and recognized the team who organized the meeting and proposed a new format. Lisa Walther echoed the sentiment about the new format for the KPI meeting held earlier in the afternoon. Jen Dauzvardis discussed the departure of a colleague from the League of Charter Schools which has provided additional opportunities for the CPD to offer board training to other charter schools in the area. Gregg Sommer offered congratulations to the community for the great Peak to Peak Gala.

**Approval of Bonus Subcommittee Recommendations:** Mr. Dalton asked whether we want to consider whether the money should all go into the salary pool or if there are other places where the resources should be allocated. Ms. Gable provided perspective on the discussions of the committee, which explored setting aside some funds for other activities, e.g., an “innovation fund” but the will of the Committee was to seek a simpler and clear solution. Mr. Sommer talked about the 1-1 cost of salary to PERA, noting that in the future there would be additional costs to implement adding funds to the salary scales.

Motion to approve from Ms. Gable, Second from Mr. Dalton; Vote 6-0.

**Support Staff Findings:** Traci Schoeneweis offered a summary and recommendations of the support staff (non-instructional, operational, non-instructional para-professional). She shared the sentiment of the support staff to the board the opportunity to focusing in the future on an increased pay rate for support staff, closer to BVSD levels. Ms. Schoeneweis shared that there were a number of constructive

comments as well as ideas for improvement from the survey. It was noted the strong relationship that many of the support staff have with families across the school.

**Job Description Updates:** Mr. Todd shared the initial job descriptions with the Board, but there is feedback that has been offered and will warrant additional conversation. Mr. Sommer reminded the Board that the job descriptions need to reflect the goals and objectives of the role(s) and encouraged the members of the Board to offer comments and feedback.

Ms. Reeser asked for the Board to review the new Elementary Interventionist job description, which broadens the spectrum of responsibilities associated with the position. Ms. Christensen spoke to the current interventionist support that is offered. Ms. Christensen noted that the job description is the codification of practices in place, and may change the classification of current positions but would not require the creation of a new position at this time.

**Future Capital Needs:** Ms. Reeser talked about long-term capital needs for Peak to Peak including improvements to current facilities and systems. Ideas include: track improvements, tech room wiring and replacement furniture for the middle and high schools, PA system, interactive white boards, weight room equipment, elementary playground, upgrades to restrooms, south gym painting, signage, and sidewalk buckling concerns. Ms. Reeser asked for additional time to work on the list, which could be better prioritized for the Board. Currently, the ELT is the point group on this project. Ms. Walther asked Ms. Reeser and Mr. Todd to think about how the prioritization process would work and asked that the ideas be presented as one single capital needs list.

**Accountability Committee Report on Family Survey Results:** Janice Thorpe presented the high-level findings from the Peak to Peak Family Survey. Response rate was up 243% and elementary parents' response rate was 50%. The most surprising finding was in the area of "Quality of Relationships" in which all of the metrics saw a slight decline, though most questions still have a positive response rate of 90% or higher. In the area of "Quality of Instruction," elementary parents were mixed in their response to the new homework policy. In the middle school level, some parents thought their students should have more homework. At the high school level, parents thought there is too much homework but more specifically, there was an imbalance of the workload between different courses.

With respect to volunteering, there was a significant drop in the community's reported engagement as volunteers. There was a 13% decrease, but there is not a clear correlation between volunteering any aspect of the volunteer process or experience.

There was mixed response to the use of the Weekly Digest as the main source of information to families.

Some community members were concerned about the separation of funds between the Peak Fund and other operating dollars of the school.

Food services added questions this year and it was noted that parents want healthier options for their students.

Safety continues to rise to the top for parent concerns, mostly around the school entrances and open campus policies. Concern was expressed around the lack of supervision at drop off and pick up with elementary school students.

Parents noted their dissatisfaction with secondary parent-teacher conferences and the impact it has on “Quality of Relationships” with the student’s teacher. It was noted that the survey was distributed before the spring parent-teacher conferences where adjustments were made to the approach.

General comments from parents included: a concern about skeletal minutes from the Board of Directors; concerns about communication around the transgender policy implementation and timeline; a request for counselors to institute for more student specific contact with students outside of only academic concerns; and a desire to see more weight/consideration given to logistical and financial concerns in the college selection process. Parents also expressed concern about the number of unfilled positions at the start of the school year.

Ms. Ray asked about adjusting the time for the survey. Ms. Thorpe responded by noting how closely tied the survey results are for Board goal setting and planning. Ms. Walther echoed the sentiments from Ms. Thorpe that the timing of the survey is right as the Board considers its role going forward.

**Business Meeting Adjourned:** Motion to adjourn by Ms. Gable, Second from Mr. Dalton; Vote 6-0. Meeting adjourned at 4:40pm.

Respectfully submitted,  
Alison Griffin