



College Prep in a Small School Environment

**Minutes of the Peak to Peak Board of Directors Meeting
Wednesday, September 21, 8:00am | 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.

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

Via Phone: Sandy Ray

Absent: none

Guests in attendance: Traci Schoeneweis, John Wilcox, Jen Dauzvardis, Megan Freeman, Renee Cooke, Dorothy Bass, Dar Zerwekh Reardon, Kristianna Vedvik, Robyn Steuer, Scott Grimm, Sarah Miley, Caitie Ramsburg, Rachel Hirt, Jennifer Douglass.

Call to Order: Mr. Sommer called the meeting to order at 8:00 am. Motion Lisa Sicker. Second, Alison Griffin. ***Motion passed, 7-0.***

Administrative Business

1) Approval of August 24, 2016 Meeting Minutes: Motion, Gregg Sommer. Second, Joanne Hyman. ***Motion passed, 7-0.***

2) Review of Action items from August 17, 2016:

1. COMPLETE | Board handbook signature page signed and turned into Kelly | FULL BOARD
2. COMPLETED | COMMUNICATIONS APPROACH RECOMMENDATIONS | Aug 24 meeting | Alison
3. COMPLETED | DONATION monies into SEPARATE accounts | end of AUG | SAM, GREGG, SANDY
4. COMPLETED | TENNIS COURT policy development | SEP | ELT, Gregg-Sam -ins & liability covered
5. COMPLETED | PUBLISH CAP PRIORITIES | 1st SEP Weekly Digest | SAM
6. COMPLETED | Dec 7 EVENING MEETING, move to NOV 30th | Doodle Poll | KELLY, FULL BOARD
7. ENSURE NDA w/ DON Google Groups Gmail to transfer ownership from Don Ferguson to current Secretary (Lisa Sicker) –manager can't make another member an owner or delete the group | before next meeting | Kelly

8. POLICY REVIEW -recommendations of adoption/WAIVERS of new/changed BVSD POLICIES out for review > open meeting presentation OCT 5, vote OCT 19 | OCT 19 mtg | Kelly, Lisa/FULL BOARD
9. ASSESSMENT COMMUNICATION PLAN -develop | Sep | Communications Subcommittee, Principals
10. NEXT STEPS | COMMUNITY GATHERING, other Enhance Community Relations specific items –consider Communications Approach Recommendations and work with new Communications Subcommittee to plan and put in place for the year COMPLETED. NEXT -SEP 29 Board Communications Parent Working Group meeting -Jen Dauzvardis to join + develop and send INVITES to COMMUNITY GATHERING with agenda topics | SEP 29 / OCT 7, 14, 21| JEN, JOANNE, LISA & Jen Dauzvardis
11. 2n^d STRAT PLAN GROUP MEETINGS -email announcement + BOD Calendar slots | by Oct 5 meeting | KELLY
12. STRAT PLAN/KPIs –call to community members developed | SEP | ea. of 4 groups
13. SHARK TANK -assess 6-12 interest at Peak to Peak; consider funding & judging panel| SEP | Kyle, Lori, Alison, Gregg
14. Discuss whether a BOARD ASSESSMENT will be undertaken | OCT | FULL BOARD
15. Review BUDGET / CAPITAL PRIORITIES / TRACK upgrade | NOV | FULL BOARD
16. Discuss EMPANELING OFFICERS earlier | FEB, after Election Committee meets | FULL BOARD

Public Comments

- Dar Zwerdek expressed concern over Food Services selling pre-packaged muffins with preservatives, additives, sugar, fat. Would like for this not to be an option.
- Kyle Mathews: The loss of Brandon Ries has been felt by all and many are contributing. Thank you to the larger community. ----Many, many surrounding schools helped direct the crisis response team, sent a huge amount of food over, and reached out with other support. Prospect Ridge, Broomfield, Legacy; Pomona, Skyview, Kent Denver and others sent food, posters, banners and warm wishes.
- Memorial Service is 10:30 a.m., Friday October 23 at Calvary Bible Church. All are invited.

Food Services Report –Cheryl Sack and Elizabeth Begley

- Saddened by loss of Brandon.
- Bulk milk chilled dispensers has switched sales from mostly chocolate milk sales to largely organic whole or reduced fat milk.
- Claims for reimbursed meals up \$1500 from previous monthly cycle.
- New: organic cereal bars
- Expanded cafeteria alleviates mob feeling and lines are moving very quickly.
- Fully staffed: all returning staff + one additional staff member.
- Staff is very connected to each of your children, know their names.
- It was confirmed in response to a question that the new space is adequate.
- In response to a question as to whether non-reimbursable participation is up, it was explained that many things count for a reimbursable meal, so muffins can be part of a meal;

Components of a meal: BREAKFAST = 2 of fruit + milk or grain; SNACK = 2 of milk, veggie/fruit, grain, meat/meat alternative; LUNCH = 3 of fruit/vegetable + milk, grain, meat

- In clarifying whether muffins could be marked as breakfast, it was noted that breakfast = 2 of fruit + milk or grain, so many combinations for breakfast can be used for a meal.
- In further explanation it was offered that Food Services is run under CDE regulations, all foods are compliant with this, and everything with red dyes has been removed, as well as other changes.
- It was also offered that parents can choose to deny their students from having certain foods. Communication pathways direct parents with these types of issues or questions. You can do this online or call Cheryl or Elizabeth.

Director of Human Resources Report –Kristianna Vedvik

- Retention is at an all time high of over 93.9%: instructional 94.6%, admin 91% It was clarified that admin includes counselors, library media specialists, finance team and other operations specialists -all salary exempt staff.
- Retention rates do not correlate directly with HOD hiring statistics because that runs August to July, includes long-term subs and coaches.
- Compensation
 - Eight staff applied and were approved for Peak Options for this year.
 - 2% salary increases across the board. Teachers and counselors had a 2% increase added to the scales overall, plus the step, equalling a 4% increase.
 - Factors that impact our own compensation rates, in comparison to BVSD: 1) we lag with regard to the number of years possible at Peak to Peak versus BVSD, which also equates to higher pay, though this is increasing with some staff now at 15 years. 2) BVSD also may have a larger group attaining PhD status in a given year. 3) Peak to Peak had a large increase the year the Peak Option was instituted.
- Quality of Relationships KPIs include employee satisfaction, and Kristianna is participating in that subcommittee.
- New legislation mandates any employee with salary under \$47,600 is now non-exempt with overtime rules, tracking hours, etc. 14 impacted staff members. Piloting a small group between .6 - 1.0 FTEs. It was noted that it is largely a managerial issues, but it may also cause us to re-evaluate some FTEs.

Director of Professional Development –Megan Freeman

- Induction differed based on years at Peak to Peak, not total years of experience. Pilot of new evaluation tool made evals more normed K-12, and normed to school values. Given the considerations, the only group that made sense to continue as a group (tier) is the new inductees, and all others are replaced with “differentiated,” which is the new terminology used for the practices that were already in place.
- Data driven professional development is based on the new evaluation tool.
- Looking to place 10-15 University practicum student teachers from Metro State and CU (sometimes another school) here at Peak to Peak in the Fall as part of their licensure requirements, and also to potentially evaluate them as future candidates at Peak to Peak and

maintain strong relationships with these schools for future recruiting. We have hired at least four teachers through student teaching here. One promising student teacher was allowed into the Spring semester and hired after, and we are now opening this to either Fall or Spring semester.

- Offering PD for paraprofessionals: 3 workshops scheduled for this fall, based around specific technology training requests.

EDE Report, Goals –Kelly Reeser

- Goals -largely focused on updating Strategic Plan. Overarching many things is capturing growth, a very important facet across many areas, which is reflected in the new teacher evaluations, and examined and analyzed with the new Tableau system. Tableau training is still ongoing.
- It was asked from where in the budget the money for the Tableau license purchase came, and answered that annual licenses for tech are under the tech budget, while curriculum online/ebook renewals are broken out, but included within the curriculum budget.

EDO Report, Goals, Scholarship Fund –Sam Todd

- Working with district legal and Barry Arrington on transfer of ownership of lands under the new buildings back to Peak to Peak now that build out is completed.
- The annual audit went much better than last year, and a report is expected next week.

Major Gifts –Robyn Streuer

- Worked to better define roles, added new support staff, Caitie Ramsburg.
 - Goals to increase engagement, cultivating outside giving -\$50,000 for priority needs and \$75,000 for scholarship fund through many networking events and identifying donors with an affinity for education donations, as well as companies with matching gift and employer volunteer programs and identifying qualifying families.
 - It does take several months to develop a relationship leading to a major gift, so the strategy for this year is to meet these goals through grants, and then developing relationships with foundations through these grants.
- Looking at projections, \$50,000 should already be coming in for the scholarship fund and \$15,000 for other priorities.

Community Relations and Fundraising –Rachel Hirt

- Annual Campaign total amount raised has gone down, but participation has increased, and donations at events have also increased.
- Athletics donations have gone down because concessions proceeds and the Pennants program proceeds are now retained directly by the specific team.
- Big Annual Campaign push with lots of educational outreach.

- Focused on community outreach events -Pop Up Palooza, etc.
- Connecting with parent businesses.
- Involved with the new Learning Garden.
- Partnering with many others for support of events, connecting with families, etc.
- Gala -April 14 -60s cocktail theme.
- When asked how do we answer people who ask about giving a specific gift, it was noted that there are opportunities to give specific gifts, but we would like the opportunity to explain the importance of giving to the general fund.
- Trying to find a way to connect to every parent that shops at King Soopers to use the pre-loaded cards, from which Peak to Peak gets 5%. Could even tap into larger community, such as alumni.

High School Principal Report –Kyle Mathews

- College counseling Curriculum Night with nationally renowned speaker and author Rosalind Wiseman was very well received.
- Boettcher Scholar application presentation by returning alum and recipient from Peak to Peak, Maithreyi Gopalakrishnan (class of 2011). Thanks to Brian Rauscher for organizing this.
- Moab English and AP environmental science trip -organized and led by Joshua Benson and Andy Shedd. Great trip, included stint down the Colorado River and great camping.
- Monthly -there are opportunities to make food for staff appreciation lunches on campus. These are really highly regarded “gifts” to the staff--1) Saves them time, and 2) brings the staff together as a community. See Vera Roda or Linda Willetto.
- Powder Puff night next week -boys doing cheers.
- Freshman Night next Tuesday. Students on north field for chuck the chicken games, and parents getting info on Indigo assessment.
- COLLEGE DAY -Wednesday next week. 122 colleges on campus recruiting; luncheon provided; 9th grade panel
- Thursday and Friday soccer, volleyball, and softball for Homecoming competition
- Friday K-12 PJ Day
- Saturday Homecoming Dance, 8-11pm in the northeast gym.
- P-T Conferences on October 6th & 7th -using Acuity Scheduling again and IC student grades and teacher reports.
- PD Learning and the Brain Conference -Kyle will be sharing what he learns after the Nov 16 - 20 conference.

Middle School Principal Report –Lori Preston

- Loss of Brandon Ries has impacted Middle School greatly as well, with his sister in Middle School and many teachers having had Brandon in their classes. A counselor from a neighboring school came and assisted at the Middle School level.
- Multi-Tiered System of Support [MTSS] is a K-12 effort, with more happening at Elementary School. Manele Short, a Middle School counselor, is our District Liaison.
- Science Labs -teachers have developed list of materials to update the Middle School labs, which are a capital needs priority.

- Reading Lab -Brian Rozinski has a goal to engage his students' voices this year, so he has incorporated student input into the Reading Lab needs in the update, as this is also a capital priority.
- Tableau -Jen Dauzvardis is working to determine how to run reports to yield specific analysis that teachers are seeking.
- Piloting new Character Program -held in Access period. It was not as effective because it is run by an outside vendor who does not incorporate specific Peak to Peak character development; huge donation of \$100/student, but it may not be a good fit.
- NJHS -14 students attending the National Conference in Denver this year. Parents are paying student fees.
- Student intern in counseling is very well supported by the induction process and really contributing. She will move into the High School to complete internship.
- Value of Staff -huge focus on hiring a Spanish teacher. Cass Madden has been our long term daily sub. Each faculty meeting we are highlighting a teacher. One was very impacting, meaningful in their presentation to parents at back to school night, and so presented that to the other teachers in our faculty meeting.
- Both Libbi Peterson and Lori Preston are going through induction, and Kelly is also devoting time to mentoring Lori.
- Safety -Safe2Tell has previously been utilized at the High School level, but now Middle School students are utilizing the call-in program, and it has been very insightful and helpful.
- Thanks to the board for support around the loss of Brandon Ries, and on facilities. Question to each member: are we generating energy or zapping energy -thank you for boosting our energy.
- Jen Schroeder -adopting data feedback process for practice improvement purposes for MTSS is challenging, but very valuable. The MTSS team has accomplished a lot by integrating this process into practice.
- It was explained in answer to a question that RISE stands for Responsibility Initiative Service and Excellence -Ambassadors of Compassion are the outside vendors. When asked how much is Safe2Tell used it was commented that Safe2Tell -had a call last week, and one this week at the Middle School level, while the High School has ramped up from 3-5 a year, to 3-5 already.
- When asked if SPED needs being met, do you need any more resources, it was explained we are constantly gauging, and that we have added FTE to Middle School SPED.

Elementary School Principal Report –Melissa Christensen

- Literacy focus continues.
- MTSS -really working on the interventions, with K-3 focus for most impact to the child.
- PARCC -at or above district averages, which are well above state averages.
- When asked to speak further about the MTSS process, it was explained that we are working with the district SPED team who trained ES staff, also breaking it down to what K-12 needs, K-2, etc.

Past Board Member Perspectives –Don Ferguson, Ronda Kelley, Sheryl Shafer

Ronda Kelley -Driving principles and school's philosophy from the beginning, we always referred back to that --you will not find "rigorous" in that document because you get backlash that other schools aren't rigorous, but that was definitely a thought. Got involved because she brought Marketing and Political experience from work on Capitol Hill. Politically charged environment at that time, but it was the only opportunity to establish a K-12 charter, because the district could have shut off consideration.

Classic literature, phonics, writing skills, California math standards, rigorous science and math education was used instead of specific curriculum, because that changes; At Middle School level they used Summit Middle School content standards; AP for HS standards.

Have seen hurt feelings when people have worked really hard, then come to the board and the board says that's not what they've been thinking. A good way to avoid that is for the committee to first come to the board with their ideas before they begin their work.

Also would have had free market economics required at the High School level, and could combine with Civics. --It was noted by Kyle Mathews that, we are incorporating that into the curriculum.-- Ensure rigorous Math, Science, English, and differentiation for students.

Sheryl Shafer -13 years with Peak to Peak, starting with grant writing, 11 years of HOD, 5 years on the Board, also Board President --a lot of heart and soul. Committed so much time because BVSD was not supporting all the kids, gifted was considered a negative, and BVSD was negative to charters.

Direction she feels is important: Ensure there is strong academics at all levels -don't become complacent. Don't use excuses for mediocre performance. You have autonomy with curriculum, budget, and hiring and firing. Follow the process, make sure it's the right decision. We're not here as an institution, but to educate. Continue the focus on each and every student. "Every student is known as an individual with great potential and promise" was the main premise that brought me here.

Don Ferguson -came to Peak to Peak via Chris Howard in 2003 with his daughter enrolling in High School. His kids had both been in schools for gifted kids, but Chris emphasized that the point is that a school is able to differentiate for every kid. The school then had a soccer field and art classroom, but had saved money with narrow halls and no carpeting. The school featured academics, college prep and differentiation, but also arts and athletics, which I found supports academics. That balance across interest, as well as maintaining the range of academics and differentiation is important. Karen Baker in 2003 was still paying the utility bills, because of the financial philosophy of being so financially conservative, but it allowed this school to survive when charters often can fail due to finances. Can we do X? Of course we can, because we take something else away. That balance allowed the school to survive. That fiscal responsibility is one of the easiest things to let go of the reigns.

Strategic Plan Subcommittees' Reports –Kelly Reeser, Board

- Just finished first 4 subcommittee meetings. Looked at each measure of each KPI to determine retain, delete or change recommendation. After school times did not work well for staff, so looking at meetings during school hours.
- First set of KPIs most challenging because measures are not as defined (teacher comp, teacher eval possibly move to relationships category).

Future Meeting Topics, Wrap-Up

- Two more microphones are ordered; sound system issues to be addressed.
- EDE and EDO goal setting is underway; Kelly has initial goals proposed, Jen and Gregg will meet with her, then share with full board.
- OCT 5th meeting -Jen and Joanne can overview what the Community Gathering will look like.

Action Items Review

1. MICs & mtg room sound system –ensure working order | OCT | JOHN WILCOX
2. FINANCIAL PROCESS DOCUMENTS (from March and August) –place on Financial Transparency website page | OCT 5 | SAM/SANDY, JEN DAUZVARDIS
3. ENSURE NDA w/ DON Google Groups Gmail to transfer ownership from Don Ferguson to current Secretary (Lisa Sicker) –manager can't make another member an owner or delete the group | before next meeting | Kelly
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5. ASSESSMENT COMMUNICATION PLAN SEP 29 -develop | Sep | Communications Subcommittee, Principals
6. COMMUNITY GATHERING, other Enhance Community Relations specific items –Sep 29 Board - Parent Working Group with Jen Dauzvardis; doodle poll for next meeting date; craft and send Oct 24 7pm Community Gathering invite starting OCT 1; Jen and Joanne to overview Community Gathering plan at Oct 5 meeting | OCT | JEN Schroeder, JOANNE, LISA, JEN Dauzvardis
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9. MILL LEVY RESOLUTION | OCT 5 | FULL BOARD
10. SHARK TANK -6-12 interest at Peak to Peak; consider funding & judging panel| OCT | Kyle, Lori, Alison, Gregg
11. Review BUDGET / CAPITAL PRIORITIES / TRACK | NOV | FULL BOARD
12. Discuss EMPANELING OFFICERS earlier | FEB, after Election Committee meets | FULL BOARD
13. Discuss whether a BOARD ASSESSMENT will be undertaken | NOV 16 | FULL BOARD
14. FOOD SERVICES FOLLOW UP ON PARENT COMMENT | OCT 5 | CHERYL SACK AND ELIZABETH BEGLEY

Adjourn

Motion to Adjourn, Joanne Hyman. Second, Gregg Sommer.

Passed 7-0. Meeting adjourned 11:10 am.

Respectfully Submitted,
Lisa Sicker