



Minutes of the Peak to Peak Board of Directors

Meeting (Regular Meeting)

Wednesday, November 13, 2019 – College 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.

1. **Call to Order:** Eveline Grady @ 8:00 AM

In Attendance:

Voting Board: Eveline Grady, Derek Cole, Jaimee Miller, Elizabeth Gable, Colleen Elliott, Thomas Willetto, Heather Caruso

Ex-Officio: Kelly Reeser, Sam Todd, Melissa Christensen, Kyle Mathews, Gretchen Mosca

Via Phone: None

Absent: None

Guests: Traci Schoeneweis, Jen Dauzvardis, Keri Dunphy, John Wilcox, Rachel Hirt, Vicki Lundquist, Libby Parsons, Scott Hudson – Accountability Representative, Eric Miller, Kristianna Vedvik, Nick Carter, Ziba Ahamad, Rainbow Martin, Milan Hancock, Domenic DeCaro, Arya Namdya, Sophia Dunkin, Caroline Gable, Jennifer Douglass, Nicholas Copanas, Caleb Foster, Ayush Shekhar, Julietta Rozin

2. **Consent Grouping:**

Approval of Minutes 1/09/19:

Motion to Approve: Eveline Grady

Seconded: Jaimee Miller

Approved: 7-0

3. **8:01 Kudos/Celebrations:**

Sam Todd – Grateful for his whole team, accounting, food services, fundraising, facilities. All have been busy with new projects and improvements on campus.

Kudos to Kristanna Vedvik for her high level HR work. One example of her great work is with unemployment insurance and how it has resulted in P2P saving money.

Heather – Kudos to the community for pulling off another epic Medieval Day.

Kudos to the professionalism of the board. In particular for all of the preparation and board-related work done between meetings.

Derek Cole – Kudos to Sam and his financial expertise and the budget being so comprehensive, clear, and well organized.

Eveline Grady – Thanks to Vicki Lundquist for all her hard work behind the scenes.

Thanks to HOD and all of their dedicated work with finding the right people for our school

Thanks to Rachel Hirt for the great reveal party - this year's gala theme is a Y2K NYE party which ties in beautifully with our 20th anniversary celebrations.

Colleen – Kudos to the principals and involved staff for all of the high quality curriculum in place and all the innovative proposals for revised and new curriculum. Loves how it is responsive to the Listening Campaign results and to the strategic plan initiatives.

Kelly Reeser – Kudos to the counseling team and high school staff for the HUGE process of writing letters of recommendation for EVERY senior during our college application process. This is an enormous undertaking that requires hours of focused time. Their efforts are greatly appreciated.

Elizabeth – Personal experience off-campus during a Halloween party they hosted. 30+ Pumas were wonderful and it was to see them outside of school. They had lots of fun, while being considerate to their hosts, and helping out with trick or treaters. Great to see Pumas outside of the natural habitat!

Jamie Miller – Thanks to our amazing teaching staff across the K-12. This can be a daunting time of year for the instructional staff and we are grateful for their many contributions.

Gretchen Mosca – Grateful to the middle school staff for welcoming her as the new level principal. They have been very enthusiastic, thoughtful and direct in their support.

Melissa Christiansen – Thanks to Traci Schoeneweis for all of the work on open enrollment! She comes early to set it up and stays late to clean up, communicates with multiple student and staff groups to solicit workers and volunteers, and keeps us all running smoothly for these important information sessions.

Kyle Mathews – Kudos to Kajsja Schneider, orchestra teacher, for hosting a wonderful afterschool coffee house last week. We ended up over two dozen performers and a big audience turn out. Well done

4. 8:14 Public Comments:

Jen Duazvardis – Grateful for the opportunity to see how Peak to Peak has set itself apart after extensive visits to three other campuses this fall. There are several things that I notice about our K-12 classrooms in contrast to others that I have observed. First, students at Peak to Peak are afforded with a great deal of independence in their work. Students have agency in their own learning. Second, our teachers speak to students at all students with a great deal of respect. Finally, where classrooms at other schools commonly reveal a clear power dynamic, our classrooms tend

to have more a more ambiguous dynamic, allowing students to lead the learning process. It is palpable across the K-12 and a real testament to who we are as a school.

5. **8:16 2018-19 Financial Audit Report** – Eric Miller, of CliftonLarsenAllen reviewed our final audit and answered questions. Mr. Miller briefly reviewed the audit and noted how helpful and professional Peak to Peak staff were in preparing the audit. Specifically, he was happy to share that there were zero notable errors or exceptions in the over preparation.
6. **8:20 Campus Expansion Project: Discussion and approval of proposal to take design development phase to approximately 40%, with the cost of \$395,368:**

Motion to Approve: Eveline Grady

Seconded: Jaimee Miller

Sam Todd reviewed the process and project summary and the cost proposals. He answered any questions related to the proposal. Discussion included costs, scope and timing of moving forward with TreanorHL, the project architect.

Approved: 7-0

7. **8:41 2019-20 Final Budget Update:** Sam Todd reviewed the final budget and how the approval of Item 6 above impacts the budget. No recurring funds will be spent to accommodate the increased budget for 2019-20. Sam is waiting on some final cost numbers from the district. These are expected soon and the final budget should be ready to be approved at the December board meeting.
8. **8:45 FBC Report, Q1 Quarterly Financial Report:** Sam Todd reviewed the Q1 financial results and answered any questions.
9. **8:51 Review and approve FBC Recommendation: Close the 'scholarship donation account' with Chase bank, clearly designate the earmarked donations in the Friends operating account and transfer them directly into Community First Foundation (CFF):**

Motion to Approve closing: Eveline Grady

Seconded: Colleen Elliott

Sam Todd summarized the discussion to date regarding this topic and answered questions. He reported that the FBC had reviewed and recommended the closing of this account.

Approved: 7-0

9:01 - BREAK

10. **9:15 Student Presentations of Projects Related to Strategic Plan:**

MS Students – Reported on the formation of the Racial Allies Club for the middle school. They presented data collected last year that led to the club's formation. They hope the club will help all students to learn from each other and to embrace the ethnic and racial diversity present at Peak to Peak.

HS Students – Reviewed the Eco Challenge projects currently underway. They are investigating the development of building beehives from trash. They hope to implement/embed the data and project results into curriculum.

HS Students – Students from the Science Research Seminar described their Augmented reality project. Creating an app that might help MS/HS students develop critical thinking skills by utilizing integration of AR into curriculum.

11. 9:24 K-12 Curriculum Proposals: Final discussion and approval of the following list of curriculum proposals:

- HS Aerobic Fitness Walking
- Amended 6th Grade Transitions Course
- Combined Junior Humanities Course
- Garage Band Course
- Architectural Design course
- HS guitar lab, semester long course
- HS first year seminar
- Honors pre-calculus business and applications
- HS Glee Club Choir (formerly Chamber Choir)
- HS Piano lab course
- Advanced Special Topics for HS Theatre, semester long course
- HS Ukulele Lab, semester long course
- Music Theory Integration proposal
- Purchase a pilot of Newsela Pro for the remainder of the 2019/20 school year for MS staff and students @ \$1,000
- Topic based seminar course for Senior Literature class
- Renewal of licences for algebra 2 and geometry/probability which includes online access and comes at a cost of \$24,945.70 for 310 licences for 6 years

Motion to Approve: Eveline Grady

Seconded: Heather Caruso

Principals reviewed proposals, public comments and answered questions about proposals. It was noted that this motion is only to approve the listed curriculum. Implementation will depend on interest, the master scheduling process, and FTE considerations during future budget development, among other considerations.

Approved: 7-0

12. 9:45 Board Document Storage System, Procedures: Kelly Reeser and Jen Dauzvardis reviewed the new system and the process of transitioning. The board and HOD will end up using the system, but roll-out will start with the board.

13. 9:59 Principal Reports, Including Annual Goals (10 min each): Melissa Christensen, Gretchen Mosca and Kyle Mathews reviewed their level reports and answered questions.

- 14. 10:11 Update on Action Items Related to Board Action Items:** Colleen Elliott led the review of the status of the fundraising and communications action items.

Fundraising – process for developing process and timeline for what funding will be needed for the proposed campus expansion, and how that funding campaign would be designed. Messaging around campaign and engagement of community is being developed.

Communications – Colleen Elliott, Jaimee Miller and Jen Dauzvardis reviewed current work on the development of a unified communications program. The goal is to make the communications simple, direct and applicable to any audience: internal stakeholders, external communities such as higher education, industry, and fundraising.

- 15. 10:57 Board Self-Assessment/Feedback:** Jen Dauzvardis had no further feedback.

- 16. Executive Session Per C.R.S. § 24-6-402(4)(h) - Investigation of Enrollment Matter**

10:59 Motion to Resolve into Executive Session per the cited item: Eveline Grady

Seconded: Heather Caruso

Approved: 7-0

11:16 Motion to Resolve out of Executive Session and return to the regular board meeting:

Eveline Grady

Seconded: Colleen Elliott

Approved: 7-0

- 17. 11:17 Adjourn Peak to Peak Board meeting:**

Motion to Adjourn: Eveline Grady

Seconded: Elizabeth Gable

Approved: 7-0

Respectfully Submitted,

Thomas Willetto

Secretary

Peak to Peak Board of Directors