



Minutes of the Peak to Peak Board of Directors

Meetings (Regular Meeting)

**Wednesday, January 19, 2022**

Videoconference: Zoom Meeting  
<https://us02web.zoom.us/j/82853187903>

*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:** Colleen Elliott @ 5:01 PM

**In attendance by video conferencing:**

**Voting Board:** Brian Boonstra, Colleen Elliott, Eveline Grady, Chirag Shah, David Woo

**Ex-Officio:** Melissa Christensen, Kyle Mathews, Clara Quinlan, Kelly Reeser, Sam Todd

**Absent:** Heather Caruso

**Guests:** Jennifer Dauzvardis, John Wilcox, Traci Schoeneweis, Keri Dunphy, Kristianna Vedvik, Erin De Assis, Carla Flanhofer, Alison Cross, Cathy Rein, Jamiee Miller, Kara Rigney, Karen Amidon, Kathy Lowrimore, Lindsay Wright, Sarah Greene, Tiffany McEachen, Tracy Durland, Vicki Lundquist and several other unidentified (phone numbers and first names only)

**2. Consent Grouping:** Colleen Elliott @ 5:02 PM

a. Approval of minutes: 12/15/2021

Motion to Approve: Chirag Shah

Seconded: Eveline Grady

The motion was approved 5-0-0:

Yay	Abstain	No
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Brian Boonstra Chirag Shah Colleen Elliott David Woo Eveline Grady		
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**3. Public Comments: Colleen Elliott @ 5:04 PM**

Traci Schoeneweis

**4. Kudos and celebrations: @ 5:06 PM**

- Kyle Mathews: Thanked Heather Bertarelli and Cynthia Guajardo and the National Honor Society, who put together a beautiful 40 plus page coloring book of original art by Peak to Peak’s own high school artists. Morrell Printing provided the first hundred copies to support the Marshall Fire victims with a donation. These coloring books will go first to the families that were impacted by the fire.
- Chirag Shah: Thanked Traci Schoeneweis, Kelly Reeser and the rest of the staff for keeping the school operating during these monumental challenges with Covid and with the Marshall fire to keep the classroom staffed and in person. To Sam Todd for spearheading the effort on getting the RFP from several vendors that focus on Electric School buses. And finally to the community that worked on providing support to our Puma families that were impacted by the Marshall fire.
- Kelly Reeser: Thanked the staff for stepping up to support and cover for each other across all activities within the school. And special thanks to the principals for collaborating with each other to ensure we can maintain normalcy in these times.
- Brian Boonstra: Thanked Liz Tarbutton and Rachel LeFort who spontaneously uninitiated the school supply drive to respond to the needs of students that were impacted by the Marshall fire working with JANSPOORT was able to receive over 700 backpacks to provide every single child that was directly impacted by the fire.
- Melissa Christensen: Thanked the TAs for stepping above and beyond their role. And kudos to the front office and APs for coordinating all the moving “puzzles” and everyone else that has shown their commitment to Peak to Peak.
- Clara Quinlan: Thanked the facilities team sprinkling the sidewalks with salt to reduce the chances of injury to everyone on school grounds. And shoutout to the 7<sup>th</sup> grade team working as a unit to help build the sense of self-concept in each of our students. They have been engaged not only in this class, but in their community.
- Sam Todd: Thanked everyone for managing everything behind the curtains and making sure that all our classrooms are covered, and that people are being taken care of. To the board for taking on extra items like the EDE hiring process and other large initiatives.
- Eveline Grady: Thanked volunteers during and after the Marshall fire and the pandemic, that their generosity of spirit and kindness demonstrates on a human level we are a community.

- Colleen Elliott: Thanked Traci Schoeneweis for her report, it is a report not on the agenda, but detailed showing how many balls she is juggling in a single day. And a shout out to the principals and staff for hosting such a great K-8 counseling event for parents/guardians that took place last week.

5. Marshall Fire Response: @ 5:17 PM

Brian Boonstra:

- The relief fund created to support the families raised roughly 17 thousand dollars. There is a plan in the works in the near term to define a process to distribute the funds in a fair manner.
  - Volunteers can sign up through Signupgenius.com and/or reach out to Tracy Durland or Rachel Hirt.

6. COVID Response: @ 5:22 PM

Kelly Reeser:

- Continue to seek guidance from Boulder Public Health as cases rise higher again due to the Omicron strain surge.
- As this surge has impacted staffing, the school will manage this challenge with the support of everyone to ensure we provide a safe and learning environment for the students. Substitute teachers are available to assist Peak to Peak with thanks from BVSD.
- Since this surge of infection is related to the new strain, a reminder to help yourself, the school, and the community by getting everyone who is eligible for the vaccine to get it.

7. EDE Hiring Update: @ 5:25 PM

Eveline Grady, Brian Boonstra, Chirag Shah:

- Formed a search team that represents the community is made up of 5 parents and 5 staff members. Had a kickoff with the consultant Amy Slothower who is tasked to find potential candidates for the EDE role nationwide netting around 47 applicants.
- The community can access more information from the Peak-to-Peak website under the leadership tab that contains the latest pertinent information.

8. Strategic Plan Update: @ 5:29 PM

Kelly Reeser, Jennifer Dauzvardis

- Jen provided a **Peak-to-Peak Strategic Plan Renewal Update** slides that highlight milestones and phases.

9. Board Goals Updates: @ 6:01 PM

a. Proposed New Equity Committee

Carla Flanhofer/Erin De Assis/Board

- Kelly presented slides. Erin and Carla speak to the slides.
  - Carla: Teach 10<sup>th</sup>-12<sup>th</sup> grade
    - Discussion focused on what is equity and how it fits within the current strategic alignment and plan.
  - Erin: Special Education & K-8 MTSS Coach/Coordinator
    - Discussion on why we need an equity committee to ensure equality and opportunity to provide to all students.
  - Equity Committee PURPOSE
    - Goals and Objectives: Promote equity and inclusion for all within our K-12 school by examining and making recommendations related to the issues of institutional diversity, equity, and inclusion.
    - The mission of the Equity Committee is to advocate for, guide, and assist in implementing equitable, culturally sustaining, policies and practices in an educational environment that truly supports our mission in which each student (and staff and community member) is known, respected, and valued as an individual of great potential and promise.
    - 4 core Values
      - We Value Learning
      - We Value Staff
      - We Value Community
      - We Value Character Development
    - Next Steps
      - Board vote/approval of the committee creation
      - Identify committee membership
      - Create committee documents and process
      - Launch by beginning of 2022-23 school year
- Action Item: The Board is in favor moving forward without a motion to vote for the liaisons to start creating the composition, structure, membership and to bring back to the board for review and then a motion to vote on officially creating the Equity Committee.
  - b. bylaws (working session)
    - i. A meeting is set for the 24<sup>th</sup> as a working session, open to the public.

Curriculum Proposals: @ 6:49 PM

- c. [Non-AP, College Prep Psychology combined with AP Psychology](#) (Vote)
- d. [Combined U.S. History & English Comp](#) (Vote)

Kyle Mathews:

- Confirmed no additional feedback, and the two comments last time are no longer applicable. Requesting approval of the two pilots to the curriculum proposal.

Motion to approve both proposals: 1) combining College Prep Psychology with AP Psychology & 2) combining US History and English Comp: Brian Boonstra

Second: Eveline Grady

The motion was approved 5-0-0:

Yay	Abstain	No
Brian Boonstra Chirag Shah Colleen Elliott David Woo Eveline Grady		

**10.** EDE Report, including Mid-Year Goal Review: @ 6:54 PM

Kelly Reeser:

- The Marshall Fire Response challenge has been met by compassion and generosity from the community. Approximately, 13 Puma families lost their homes, with another 10 to 15 whose homes were significantly damaged and many more displaced in the short term. We'll continue to support our families and students through our existing and newly established channels as long as needed.
- Covid-19 Protocols will be closely monitored with BCPH and BVSD's health system to assess the ever-changing situations. New guidance issued by the Colorado Department of Public Health and Environment and the U.S. Centers for Disease Control include the following.
  - Masks are still required for anyone aged 2 or over. New recommendations are for students to wear surgical masks and for staff to wear KN95 masks if possible.
  - Only asymptomatic people should be in the schools. Students and staff should not come to school if they are sick.

- Quarantines will no longer be required after routine classroom exposures. BCPH may call for quarantines if a classroom outbreak is suspected or confirmed, but we expect the frequency of this measure to decrease.
- Strategic plan is still on schedule. Jen Dauzvardis provided the timeline earlier during the Board meeting and continues to work towards stakeholders to continue refining the plan.
- Open enrollment with the lottery statistics on applicants who registered one or more is now provided by the district.
- Goals of EDE for 2021-2022
  - Executive Leadership
  - External/Internal Relationships
  - School Culture
  - Administrative and Professional responsibilities

**11. [Policy Review](#): @ 6:57 PM**

Kelly Reeser:

- **6 policies**
  - IF (Curriculum Development and Revision)
  - IGBB. IBGG-R (Gifted Education, Programs for Gifted Students)
  - JFH (Student Complaints and Grievances)
  - KBA (Title 1 Parent Involvement)
  - KBD (Public's Right to Know)
  - KE (Complaints and Concerns)

Motion to approve put on hold until the next Board Meeting to allow the Board to review the 6 policies above.

**\*\*\*\* Break from 7:01pm to 7:12pm \*\*\*\***

**12. Principal Reports: @ 7:13 PM**

Clara Quinlan (Middle School Principal)

SP Target #1: Inspiring Learning

- Student Assessment, Growth & Instructional Response
- Curriculum Maps Update
- Curriculum Continuum Coordination

SP Target #2: Creating Opportunities

- Inviting Student Voice & Agency
- House System Updates

SP Target #3: Cultivating a Responsive School Culture

- K-8 Parent-Guardian Night
- Home-to-School Communication and Partnership

- Outstanding Character Awards

Kyle Mathews (High School Principal)

SP Target #1: Inspiring Learning

- Celebrating Our Staff and School Community

SP Target #2: Creating Opportunities

- Multi-tiered Systems of Support (MTSS)
- 6-12 Curriculum Proposals and Updates

SP Target #3: Cultivating a Responsive School Culture

- Activities and Athletics
- Winter Ball
- Safety

Melissa Christensen (Elementary School Principal)

Instruction

- Student Achievement & Growth
- Reading Assessments
- Math Curriculum Adoption

Relationships

- Student Internal Climate Survey
- 2<sup>nd</sup> Goal Meetings

Inspiring Learning

- Experiential Learning
- Gifted & Talented Identification

Creating Opportunities

- Blue Sky Bridge
- Parent/Guardian Counseling Night

Cultivating a Responsive School Culture

- Marshall Fire Response
- Formal Observation Process

**13. EDO Report, including Mid-Year Goal Review: @ 7:43 PM**

Sam Todd:

- New furniture
- Air duct cleaning
- Elevators inspected
- March 11, Auction and Gala at the Omni Hotel
- 79.9 % participation in employee survey
- Goals (26), 6 are completed, 13 on track, 6 are delayed

Electric Bus RFP: @ 7:46 PM

Sam Todd:

- BVSD is cutting off access to their buses for field trips and athletics event.
- Potential to offer an option for pick points in Lafayette, Broomfield, Louisville, and Erie.
- Own fleet of electric buses (4 in total – 3 full size and 1 smaller size)
  - 3 Type C Bus – 71 Person capacity
  - 1 Type A Bus – 24 Person capacity
- P2P will be the first to own a fleet of electric buses reducing harmful emissions to our students.
- BVSD Mill levy is tied into transportation and will guarantee P2P keep revenues tied to the Mill Levy.
- Plan to submit the contract soon to ensure availability in Aug for the next school year.
- Board to consider the three bullet points listed below:
  - **Paying for infrastructure up front**
    - **P2P is in a strong financial position to support this initiative**
  - **Moving forward with contract**
    - **Vendor: Highland Electric Fleets**
  - **10-year lease**
    - **Includes all maintenance as part of the Turn Key Solution**
      - **Vendor responsible for setting up the infrastructure**
      - **Vendor to provide the buses**
      - **Vendor takes care of maintenance**
      - **Covering the electricity cost associated**
      - **Warranty is covered throughout the life of the contract**
    - **P2P will be responsible for**
      - **Covering the drivers**
      - **Covering the inspections**

Motion to approval for the Electric Bus selecting the recommended Vendor: Brian Boonstra



Second: Eveline Grady

The motion was approved 5-0-0:

Yay	Abstain	No
Brian Boonstra Chirag Shah Colleen Elliott David Woo Eveline Grady		

**14. Granting Prior Years' Experience to Teachers and Counselors: @ 8:12 PM**

Sam Todd

- Pay in June 2022 out of the surplus to finish the year.
- Adequate fund to cover this year.
- Give HOD more flexibility to attract more candidates for hire.
- Stay competitive in the market to retain talent.

Motion to approval granting prior years' experience to teachers and counselors: David Woo

Second: Colleen Elliott

The motion was approved 5-0-0:

Yay	Abstain	No
Brian Boonstra Chirag Shah Colleen Elliott David Woo Eveline Grady		

**15. One-to-Web Technology Strategy for Students: @ 8:22 PM**

Kelly Reeser, Tracy Durland

- With more than 2,000+ chrome books expiring due to no additional OS/security patch update, BVSD has implemented a Web Model that all BVSD are participating in since JAN 2022.
- New model will require families to pay \$59/year which they will use at home and at school.

- Families will be responsible for the cost of repairs through BVSD IT department, labor cost will be waived.
- 12th graders can keep their device upon graduation that they can use in College
- More details will be vetted and communicated on the Web model.

Verbalized support from the Board until the contract is provided with BVSD to understand all the fees and costs before a formal vote can take place.

**16. Adjourn @ 8:40**

Motion to adjourn the Peak-to-Peak Board of Directors meeting: Brian

Second: Chirag

The motion was approved 5-0-0:

Yay	Abstain	No
Brian Boonstra Chirag Shah Colleen Elliott David Woo Eveline Grady		

Respectfully submitted,

*David Woo*

David Woo – Board Secretary  
 Peak to Peak Board of Directors