

Pagosa Peak Open School Board of Directors
Regular Board Meeting Minutes
Monday, September 11th, 2018, 6:00pm
7 Parelli Way, Pagosa Springs, Colorado

I. Call to Order- 6:04 pm

1) **Present:**

Board Present: Ursala Hudson, Board President; Clay Buchner, Board Vice President; Ashley Wilson, Board Secretary; Bill Hudson, Mark Weiler, and John Daffron board members

Staff: Chenni Hammon - Business Manager, James Lewicki - School Director, Gabrielle Dorr - Marketing Manager, Thomas Davenport - Student Advisor

Press: Chris Manera

II. Consent Agenda

1) **Approval of meeting agenda**

i. John moved to approve the agenda, Clay 2nd. Motion passed unanimously

2) **Approval of meeting minutes:**

i. Bill moved to approve the meeting minutes, Mark 2nd. Motion passed unanimously (enrollment spelling)

III. Public Comment (Limited to 5 minutes each)

1) none

IV. Reports/Committee Updates

1) SAC Report

- i. Meeting consisted of passing torch from Clay to John and future responsibilities. James created a notebook of testing and
- ii. shared results of staffing overing testing and staff plans to work on improving results.
- iii. Bill - parent engagement would be a key component of the SAC last year, maybe parent engagement should focus on standards that are being tested. Understand where we need to head with the students and how to involve parents in accelerated learning.
- iv. brainstorming ways to get parents more involved: Maybe a buddy system from existing and new parents
- v. Next meeting Sept 20th
- vi. Need to work on Unified improvement plan with priority improvement have to have that sooner

2) Business Manager Report

- i. Aug was good month, little expenses
- ii. received 2 PPR checks (july and Aug)
- iii. Finance seminar - talked with Marty about our grant can get 4500 coming that should have been approved
- iv. June request for funds was received
- v. rural funding and read act was recieved today'

- vi. CPA working on 990
- vii. paid off line of credit
- viii. ccsp finalization due on the 28th - have some things that need to be adjusted
- ix. ccsp will not cover things for school security (no electronic locks or cameras) Legislation has required upgrade for security, grants coming out
- x. RPD this week - 6 funders seeking
- xi. Colo Trust account, looking to transfer funds

3) Treasurer's Report

- i. Line of credit at First southwest matures on 29th
- ii. met with rio grande savings and loan application - president will be coming next week
- iii. lease with Jack Searle for surrounding properties
- iv. wind sculptures - \$1750 - could be sold
 - 1. add to next meeting agenda

4) Marketing Director Report

- i. 1 year reports - printed 1000 to spread around town
- ii. community presentations - powerpoint about the school and invited partners, garden tours, posters hung and radio presence
- iii. Website - mock up
 - 1. John - website needs to be updated with current staff and board, link to video.
- iv. Prohibition night sponsorship were out - haven't heard back
- v. parent volunteers for fundraising
- vi. capital campaign video is up on you tube and a youtube channel for the school
- vii. student count day - Oct 1 is count day. Parent appreciation morning.
- viii. grants report
 - 1. good sports donation
 - 2. Colorado Garden Foundation - letter of inquiry \$13,420
 - 3. Hershey Foundation grant - for Gabrielle position - sounds like a good fit via the foundation - Dec is final
 - 4. 3 other grants for this month
 - a. FACE
 - b. Community Foundation
 - c. Lowe's - up to \$100,000

5) Directors Report

- i. Had another enrollment today in 4th - 94 students
- ii. There in every class except 2nd. K - 19 full, 1st 20 (with exception from Linda Reed)

- iii. Gone Wed at Charter meeting, following Monday EASI - roundtable around priority improvement - CDE - Will bring that back to SAC
- iv. Testing
 - 1. internal data from dibbles (next and deep)
 - 2. NWEA - 4 times a year - done on-line and get results immediately
 - 3. Both are this week - by the end of the week we will have new data
 - 4. CMAS - March and April - where the Priority Improvement ranking came from
 - 5. Workshop with staff helped identify areas we need to focus on after testing.
 - a. Clay - individualized learning plans and scores be shared with parents
 - b. will have dibbles, NWEA and CMAS data
 - c. will begin to have conversations with parents early and at teacher parent conferences in October

V. Board Business

- 1) Review of District Contract
 - i. Some things that we missed that we have already discussed that we need to make sure we don't miss again when contract is renewed
 - 1. transportation and food service
 - a. we can discuss contracting these services
 - b. have 90 days to provide them with a break down - \$2500 per month
 - 2. Can better engage them on some of the clauses
 - 3. Contract is for 5 years. Approved Feb of 2016
 - 4. possible changes
 - a. students limits, growing by 1 grade per year
 - b. are they part of our bi-laws or our contract
 - c. consider growing multiple grade
 - d. Mark would like to be market driven with no limitations
 - 5. Have date requirements from the charter contract - have calendar for the board
 - 6. Discuss the contract - Oct 15th before regularly scheduled meeting
 - 7. Nov 12th - Work session and board meeting 4:30
- 2) Marketing Director Position
 - i. Donor fund the marketing directors position going forward
 - ii. Finance committee - rural funding \$10,000 we didn't have before and a surplus from declined medical coverage. Recommendation was part time at current rate. \$2,000 for part time work
 - 1. Didn't plan for a marketing director, we did plan for assistant advisors if we have extra

2. How would the director allocate the funding
 - a. need to wait for count day to determine funding
3. She is writing grants that are valuable to the school
- iii. Will get proposed contract that board can approve and have a special meeting. Will have contract by the end of day Tuesday. 1 pm Thursday

- 3) Board of Directors Bylaws
 - i. Bill moved to approve the agenda, Clay 2nd. Motion passed unanimously
- 4) Resolution to open ColoTrust account
 - i. Markl moved to open the account, Clay 2nd. Motion passed unanimously
- 5) Formation of Building Corporation
 - i.
- 6) Employment Contract Approvals
 - i.
- 7) Board members: - Potential Co-Chair - New board member
 - i.

VI. Topics for Next Board Meeting/Next Steps

- 1) Wind Sculptures to be sold

VII. Meeting Debrief

VIII. Adjournment: 9:01