

Pagosa Peak Open School BOD
Regular Meeting

Meeting Minutes
Sunday, March 12, 2017, 4:00pm
7 Parelli Way, Pagosa Springs, CO 81147

I. Call to Order

II. Roll Call

Ursala, Kierstan, Chenni, Aaron, Bill, Absent Aliya. Guests: Mandi Davis; Erica Vincent; James Lewiki, Charter School Consultant; Randi Pierce, Pagosa Sun Reporter

III. Consent Agenda

1) Approval of Minutes: 3/1/17

2) Approval of Proposed Work Session Schedule (*attached*)

Aaron to check availability of Parelli for March 20, 2017 for work session.

Kierstan moves to accept and approve meeting minutes and work session calendar

Bill seconds, all in favor, motion passes.

IV. Public Comment

Roundtable educators meeting at Parelli's tomorrow Monday March 13 be sure the theater is available. Several educators and public members are expected.

V. Committee Reports

1) Finance *See attached*

VI. Action Items

1) Forming Committees

SAC, PAC, Budget and finance

i. Governance /Nominating- *Bill and Kierstan to co-chair create a nominating task force made up of community members*

Parent Advisory Committee aka PTA *voice of the parents, parent*

satisfaction survey volunteer coordination chair attends all board

meetings, voices impact of policies on parents. Will be formed upon school opening July planning.

School Accountability Committee *to be formed upon school opening, revisit July/August.*

ii. Finance - *Aaron to Chair and Chenni*

iii. Facility- *Bill and Kierstan*

iv. Community Outreach-*Ursala is Chair, fundraising, community engagement, business partnerships*

v. Lunch & Garden *Bill to chair*

2) School Director Job Advertising *Bill to add information on PPOS website re:employment. Kierstan moves to Post on experiential*

website aee.org for employee hiring pool. \$90 for basic ad plus innovative school networks, Durango Herald. Contact Angela Crossland for employment applicant prospects. to be done by Monday. Chenni Seconds, all in favor, motion passes. Kierstan to complete.

- 3) *DL Hiring Rubric- School Director/ hiring committee should oversee the process and should review and create a proper rubric appropriate for PPOS mission/vision. Board to come up with hiring plan for school director this week.*
- 4) *Bridging Grant- to help cover costs of Interventionist, Articulate need of having a full time interventionist building systems and capacities. Look to year 3 staffing needs and use grant to cover those needs in years 1 and 2. James Lewiki to draft by tuesday a one page needs proposals.*
- 5) *Means of Sharing & Collaboration (see attached Trello note) Trello is a free site that allows boards to work and communicate outside of board meetings.*
- 6) *Board Member Onboarding Packet Adjustments needed to add training requirements and added to master calander*
- 7) *Granting Contract Authorization Power (see attached policy) Dustin from MENE analysing the ventilation system for school building code. Bill moves to hire Dustin from Mene to fulfill the contract task of facilities costs. Kierstan seconds all in favor, motion passes. Bill moves that Chenni and Aaron are authorized to execute the CCSP grant as written, changes to the budget need to be approved by the board.*
- 8) *Region 9 Loan (see attached policy) Bill moves that Ursala and or Chenni are authorized to sign the Region 9 loan, Kierstan seconds all in favor, motion passes.*

VII. Discussion Items

1) Fundraising Ideas

- *Bill wants to do an evening of storytelling either at Parellis or the Performing Arts Center mid April.*
- *Wyndam has approached PPOS to have an Easter Fundraiser in April*

Mandi Davis suggests having a fundraising goal clearly outlined, plan calendar of events accordingly. Dont double dip in one month. Mandi Davis volunteers to be a committee member for fundraising. Aaron Mandi and James Lewiki to meet Wednesday at noon to discuss fundraising goals.

TO DO:

1. *Kierstan to follow up with Linda regarding April 1 deadline for hiring a school director and the march 1 missed deadline for facilities cost.*
2. *Kierstan to compile hiring rubric for school director to be presented at March 20th worksession.*
3. *Ursala to invite Aaron and Chenni to Trello also provide access to James Lewiki*
4. *All board members to sign Board Member agreement by next board meeting.*
5. *Grant Committee to meet Wednesday 15th at 9:30.*
6. *Aaron Mandi and James Lewiki to meet Wednesday at noon to discuss fundraising goals.*
7. *Aaron to ensure theater is available for Monday Roundtable meeting*

VIII. Adjourn

Bill moves to adjourn at Kierstan seconds, all in favor meeting adjourned 6:18pm

Policy Items

Section 8.2.1. Execution of Instruments. The board of directors, except as otherwise provided in these bylaws, may by resolution authorize any officer or agent of the corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the corporation, and such authority may be general or confined to specific instances or types of contracts or instruments. Unless so authorized, no officer, agent, or employee shall have any power or authority to bind the corporation by any contract or engagement or to pledge its credit or to render it liable monetarily for any purpose or in any amount.

Section 8.2.5. Loans. No loans shall be contracted on behalf of the corporation and no evidence of indebtedness shall be issued in its name unless authorized by a vote of the Board of Directors, and then only in accordance with TABOR and other applicable legal provisions. Such authority may be general or confined to specific instances. This language should not be construed to mean that the corporation cannot issue purchase orders to pay for approved expenditures in the ordinary course of business.

Trello

Ursala proposes that the Board uses a collaborative software called Trello for sharing a master calendar, staying up-to-date on tasks (designating, follow-through, review, etc.), and housing most-reference board materials (agendas, minutes, board member agreement, etc.). This software will not act as a means to communicate or archive dialogue. Please visit [Trello.com](https://trello.com) to review.

Proposed Work Session Schedule

All held at 3PM at the Parelli building, before schedule board meetings, unless otherwise noted.

March 20, 12PM (Conference overview)

April 9th

May 7th

July 9th

September 10th

November 12th