

**Pagosa Peak Open School
Board of Directors
Regular Meeting Minutes
Monday, October 14, 2019, 6:00pm
7 Parelli Way, Pagosa Springs, Colorado**

- 1) Opening Business – 6:10 pm
 - a) Present
 - i) Board Present: Ursala Hudson, President; Ashley Wilson, Vice President, Mark Weiler, Treasurer, Julie Simmons, Secretary; and Bill Hudson, board member (Absent: John Daffron)
 - ii) Staff Present: Angela Reali-Crossland, School Director; Chenni Hammon, Business Manager; Robin Villareal, 2nd-3rd Lead Advisor; Lexi Bernstein, Americorp Food Champion
 - iii) Press Present: Chris Manera
 - iv) Public Present: None
 - b) Agenda Approval
 - i) Julie moved to approve the agenda
 - ii) Discussion to add item #3 to board business regarding John Daffron's board membership.
 - iii) Bill seconded the motion. All in favor. Motion carried.
 - c) Approval of meeting minutes: September 12, 2019 Regular Meeting and October 3, 2019 Special Meeting
 - i) Bill moved to approve the minutes; Ashley seconded the motion. All in favor. Motion carried.
 - d) Public Comment: none
- 2) Staff & Committee Reports
 - a) Staff Presentation
 - i) Robin Villareal presented on her next project-based lesson: Overcoming Challenges Near & Far
 - b) Business Manager's Report
 - i) Finance Committee recommends the following
 - (1) Board approval of individual project budgets instead of individual grant applications
 - (2) Reduce 5 bank accounts to 2 bank accounts, keeping the interest bearing First Southwest bank account and opening an investment pool account with COLA Trust
 - (3) Ursala moved to approve the recommendations of the finance committee recommendations; Bill seconded the motion. All in favor. Motion carried.
 - ii) CPA found we were paying the wrong unemployment rate. The correct figure is now being used. Payroll will be corrected as well.
 - iii) We are requesting monthly reconciliation from our accountant that is currently being done on a quarterly basis.
 - c) School Director's Report
 - i) Survey conclusion and gift card report in upcoming director's newsletter
 - ii) After school program to start 10/15
 - iii) DIBLES and NWEA presentation

- iv) PPOS Annual Review presentation
- d) Building Corp Report
 - i) Mark recused himself and left the room
 - ii) Feasibility study draft report complete and DOLA and Town have approved everything to date
- 3) Board Business
 - a) Approval of After School Program policy
 - i) Ashley moved to approve the After School Program policy; Bill seconded the motion. All in favor. Motion carried.
 - b) Approval to submit revised School Organizational Chart to ASD
 - i) Bill moved to submit revised School Organizational Chart; Ashley seconded the motion. All in favor. Motion carried.
 - c) Approval of removing board member John Daffron
 - i) Julie moved to remove John Daffron from the board, Bill seconded the motion.
 - ii) Discussion regarding John's continued absence from board meetings.
 - iii) Bill withdrew his second. Motion died.
 - iv) Julie moved for Ursala to request a letter of resignation from John and to vote on his resignation from the board at the next board meeting.
 - v) Bill seconded the motion. All in favor. Motion carried.
- 4) Next Steps
 - a) Topics for Next Board Meeting
 - i) Family Handbook
 - ii) Revised finance policy recommendations
 - iii) Employee Handbook – December
 - iv) Evaluation and Bonus Program – December
 - v) Thomas Davenport Project Presentation
 - vi) John Daffron
 - vii) Board Recruitment plan
 - viii) Outreach Committee creation
 - b) Public Comment: none
 - c) Meeting Debrief
 - d) Meeting Adjournment – 8:48pm

Minutes respectfully submitted by Julie Simmons.