

**Pagosa Peak Open School  
Board of Directors  
Regular Meeting Minutes  
Monday, November 11, 2019, 5:00pm  
7 Parelli Way, Pagosa Springs, Colorado**

- 1) Opening Business – 5:04 pm
  - a) Role Call
    - 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; Thomas Davenport, 4<sup>th</sup>-5<sup>th</sup> Lead Advisor; Allison Beach, Grant & Communication Manager
    - iii) Press Present: Chris Manera
    - iv) Public Present: None
  - b) Agenda Approval
    - i) Ashley moved to approve the agenda
    - ii) Mark seconded the motion.
    - iii) No discussion
    - iv) All in favor. Motion carried.
  - c) Public Comment: none
  - d) Approval of meeting minutes: October 14, 2019, Regular Meeting
    - i) Bill moved to approve the minutes
    - ii) Mark seconded the motion
    - iii) No discussion
    - iv) All in favor. Motion carried.
- 2) Staff & Committee Reports
  - a) Staff Presentation
    - i) Thomas Davenport presented on his next project-based lesson on Poetry
  - b) Grant & Communication Manager's Report
    - i) Reviewed grant report for November
  - c) Music Hall Committee Report
    - i) Presented information on May fundraiser
  - d) Business Manager's Report
    - i) Reviewed financials for October
  - e) School Director's Report
    - i) UIP update
      - (1) Draft proposed at next board meeting
    - ii) Grant project requests
    - iii) Teacher and Director evaluation tool review
- 3) Board Business
  - a) Approval of Family Handbook
    - i) Tabled until next meeting
  - b) Approval of advisor evaluation forms

- i) Mark moved to approve the advisor evaluation forms
  - ii) Ashley seconded the motion.
  - iii) Bill commented that he couldn't find a place where kids are creating their learning plans. Angela said that she would make it part of next year's work plan
  - iv) All in favor. Motion carried.
- c) Approval of director evaluation forms
  - i) Mark moved to approve the director evaluation forms
  - ii) Julie seconded the motion.
  - iii) No discussion
  - iv) All in favor. Motion carried.
- d) Board Recruitment Process
  - i) Julie presented a board recruitment process
  - ii) Next meeting
    - (1) we would conduct a board needs assessment
    - (2) Each board member to bring five nominating candidate names
- e) Community Outreach Committee Overview
  - i) Julie presented a draft proposal for review
- f) Approval of Grant Application Policy
  - i) Bill moved to approve the Grant Application Policy
  - ii) Mark seconded the motion.
  - iii) No discussion
  - iv) All in favor. Motion carried.
- g) Approval of Rio Grande Account Termination Resolution 2019-014
  - i) Mark moved to approve the Rio Grande Account Termination Resolution 2019-014
  - ii) Bill seconded the motion.
  - iii) No discussion
  - iv) All in favor. Motion carried.
- h) Approval of John Daffron Board Member termination
  - i) Mark moved to approve removal of John Daffron as a board member of PPOS
  - ii) Bill seconded the motion.
  - iii) Julie suggested a review of the board member removal policy
  - iv) All in favor. Motion carried.
- 4) Executive Session
  - a) Board ended the regular board meeting to enter an Executive Session, per CRS 24-6-402(4)(f)(l) regarding personnel matters at 7:09pm
  - b) Board ended the Executive Session at 7:51pm
- 5) Board Business Resumed
  - a) Authorization of Ashley to create and execute a staff survey of Angela's year-to-date performance
    - i) Bill moved to approve Ashley to create and execute a staff survey of Angela's year-to-date performance
    - ii) Julie seconded the motion.
    - iii) Mark felt that the director evaluation tool was adequate for board evaluation. Ashley said the questions to staff would be directed and closed ended. Ursala requested that

it be clarified that staff would complete the survey by December 1<sup>st</sup>. Ashley felt that that would be acceptable.

iv) All in favor. Motion carried.

6) Next Steps

a) Topics for Next Board Meeting

i) Review of Financial Statements – Board Training

ii) UIP

iii) Strategic Plan Review

iv) Board Assessment

v) Revised Budget Draft

vi) Building Corp report

vii) Family Handbook Approval

viii) Employee Handbook Approval

ix) Kelle Bruno teacher report

x) Community Outreach Committee approval

b) Meeting Debrief

c) Meeting Adjournment – 8:05pm

Minutes respectfully submitted by Julie Simmons.