

**Pagosa Peak Open School  
Board of Directors  
Regular Meeting Minutes  
Monday, December 9, 2019, 6:00pm  
7 Parelli Way, Pagosa Springs, Colorado**

- 1) Opening Business – 6:00pm
  - a) Role Call
    - i) Board Present: Ursala Hudson, President; Mark Weiler, Treasurer, Julie Simmons, Secretary; and Bill Hudson, board member (Absent: Ashley Wilson, Vice President,)
    - ii) Staff Present: Angela Reali-Crossland, School Director; Alison Beach, Grants and Communication manager; Chenni Hammon, Business Manager; Thomas Davenport, 4<sup>th</sup>-5<sup>th</sup> Lead Advisor; Kelle Bruno, 1<sup>st</sup> – 2<sup>nd</sup> Lead Advisor
    - iii) Press Present: Chris Manera
    - iv) Public Present: Brooks Lindner
  - b) Agenda Approval
    - i) Bill 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: November 11, 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) Kelle Bruno
      - (1) Book on gratitude written by students
      - (2) Amazing Bird bodies
  - b) Grant & Communication Manager's Report
    - i) Annual Report draft to be final at January meeting
    - ii) Grant report
    - iii) Fundraiser
      - (1) Coffee House December 17<sup>th</sup>
      - (2) Scrip cards
      - (3) Music hall
  - c) Business Manager's Report
    - i) November Financials
  - d) Building Corp Report
    - i) Mark recused himself from this discussion
    - ii) Ben Lindquist, thinks we will have a better than feasibility study as set by our accountant of 51% success rate

- iii) Building corporation decided not to use full \$1M donation on down payment
    - iv) DOLA grant ready for pay out
  - 3) Community Outreach Committee Report
    - i) Tabled
    - b) School Director's Report
      - i) Professional Development + Capacity Building
      - ii) School Design
      - iii) NWEA 1<sup>st</sup> – 6<sup>th</sup> grade winter testing for January meeting
      - iv) Dibbels testing for February board meeting
      - v) Finance training for January/February
        - (1) Suggest some dates, January 13th
        - (2) Suggest some training topics
    - c) UIP Review
      - i) Main Goals
        - (1) Improve math instruction
        - (2) Reading
          - (a) NWEA testing
          - (b) Diebles testing
        - (3) Parent engagement strategy
        - (4) Social emotional learning
          - (a) Casel
          - (b) Restorative practices
  - 4) Board Business
    - a) Approval of revised Family Handbook
      - i) Ursala moved to approve the revised Family Handbook
      - ii) Bill seconded the motion.
      - iii) Discussion
        - (1) suggested changes
          - (a) Letter removed
          - (b) Highlights removed
          - (c) Remove personal letter from Ursala in beginning
          - (d) Make sure the discipline policy is the current adopted policy
      - iv) All in favor. Motion carried.
    - b) Approval of revised Employee Handbook
      - i) Julie moved to approve the revised Employee Handbook
      - ii) Bill seconded the motion.
      - iii) Discussion
        - (1) Changes include monthly payroll, workman's comp, paid time off
        - (2) Staff will sign off after board approves
      - iv) All in favor. Motion carried.
    - c) Approval of Staff Bonus Program
      - i) Bill moved to approve the Staff Bonus Program
      - ii) Mark seconded the motion.
      - iii) Discussion

- (1) bonus would be given in February based off of salary schedule next disbursement would be end of year – July.
- (2) salary schedule matches rest of school district for 20/21 bonus implemented 21/22 school year
  - (a) amount of bonus they would qualify for \$1,000 to \$10,000
  - (b) advisor v. counselor
  - (c) administrative staff
- (3) finance committee would like to review salary schedule before its adopted
- iv) All in favor. Motion carried.
- d) Approval of Grant Projects Approval Resolution 2019-015
  - i) Bill moved to approve Grant Projects Approval Resolution 2019-015
  - ii) Mark seconded the motion
  - iii) Discussion
    - (1) Individualized learning plans
      - (a) Innovative assessment program other than CMAS
      - (b) CDE Grant
      - (c) Using for school accountability
    - (2) Playground Design
      - (a) Upgrade playground equipment
    - (3) Safety and security
      - (a) Stairwell needs to be enclosed
      - (b) Atrium enclosure
      - (c) Ventilation system
      - (d) Fire suppression system
      - (e) Safety fire locking doors, cameras
    - (4) Counselor SEL advisor
  - iv) All in favor. Motion carried.
- e) Approval of 2020 Board Meeting Calendar
  - i) Bill moved to approve 2020 Board Meeting Calendar
  - ii) Mark seconded the motion
  - iii) No discussion
  - iv) All in favor. Motion carried.
- f) Review Revised 2019/2020 Budget
  - i) To be approved at the January 2020 meeting
- 5) Executive Session
  - a) Bill moved to adjourn the regular board meeting to enter an Executive Session, per CRS 24-6-402(4)(f)(l) regarding personnel matters regarding performance of School Director
  - b) Mark seconded the motion
  - c) No Discussion
  - d) All in favor. Motion carried
  - e) Board ended the regular board meeting to enter an Executive Session, per CRS 24-6-402(4)(f)(l) regarding personnel matters regarding performance of School Director at 8:01pm
  - f) Board ended the Executive Session at 9:03pm

- 6) Board Business Resumed at 9:06pm
  - a) Approval of School Director Bonus
    - i) Julie moved to approve the School Director Bonus
    - ii) Bill seconded the motion
    - iii) Discussion
      - (1) \$5000 Bonus negotiated in the full amount
      - (2) To clarify, we are awarding the bonus earlier than proposed based off excellent performance
    - iv) All in favor. Motion carried
- 7) Next Steps
  - a) Topics for Next Board Meeting
    - i) Approve 2019/2020 budget
    - ii) Review insurance policy
    - iii) Luncheon
    - iv) Board recruitment
    - v) Revised invitees
    - vi) Annual report approval
    - vii) Community outreach committee goals
    - viii) NWEA testing data
    - ix) Finance training possibility
    - x) Review lottery/enrollment process
  - b) Public Comment
  - c) Meeting Debrief
  - d) Meeting Adjournment – 9:11pm

Minutes respectfully submitted by Julie Simmons.