

## Board Business Meeting Minutes

Date: November 10, 2020, 6:00-8:30 p.m.

### **A. Opening, 6:00 p.m.**

A1. Call to Order

**Rachael Sudhalter called the meeting to order at 6:05 p.m.**

A2. Attendance & Introductions

- Present: Bryan Kimbell, Melinda Kerst, Eric Richardson, Rachael Sudhalter,
- Late: Liv Helmericks, Mary Wolf
- Absent: Beau Bump (excused), Jon Pointer (excused)
- Guests: None

A3. Our Mission: [Cultivating the Creative Mind](#)

Rachael Sudhalter read our school mission.

A4. Public Comment (3 minutes per person, Limit 20 minutes total)

There was no public comment.

### **B. Preliminary Matters, 6:15 p.m.**

B1. Approve Minutes from Prior Regular Board Meetings ([10/27](#))

**MOTION:** Eric R. moved to approve the minutes, Mary W. seconded.

**VOTE:** Unanimously approved.

B2. Call for Late Additions to Agenda

- Include Zoom board picture on NEXT Agenda.
- PSD Policy Updates (through 9/23/2020 minutes) as D4.5.3

B3. Approve Meeting Agenda

**MOTION:** Mary W. moved to approve the agenda, Melinda K. seconded.

**VOTE:** Unanimously approved.

### **C. Board Education**

C1. Presenter: Eric Richardson

Topic: Primer on the Whole-School Sustainability Framework ([materials](#))

Jody Swigris-Winner is wanting to start an Environmental Learning club.

C2. Next Month Presenter: Jon Pointer

Topic: TBD

### **D. Regular Business, 6:30 p.m.**

D1. Consent Agenda (Confirm Consent Designation)

D1.1 Policy Review (i.e. no discussion, if item pulled move to bottom of D):

D1.1.1 - School Policies: [ECAE](#), [ECE](#), [FE](#), [FEA](#), [FEAA](#), [FEB](#)

**MOTION:** Rachael S. moved to approve the school policies on the consent Agenda, Mary W. seconded.

**VOTE:** Unanimously approved.

D2. Review [Strategic Plan](#)

D2.1 - Further discussion of fundraising approach

Liv: Communication to donors from Hillary Mizia went out

D3. School Director's Report

D3.1 - Phase 2 Update

We have some children coming to school for academic support and some small groups for social interaction. That seems to be going pretty well and helping to alleviate the stress on some families.

D3.2 - Phase Transition Preparedness

Making progress on the issues discussed in the prior meeting.

Finalizing MSV schedules and how they align with remote and in-person learners.

Working on finishing up those details to share with teachers this Friday and families next week. Relying on teachers for the core of the content for MSV. Trying to use live web sessions more than asynchronous learning. Collaboration around MSV is going well.

The teachers and staff have a health and safety training this Friday by Larimer County Health Department.

Doing final facilities prep. Interviewing for a health tech position. We have custodian interviews.

Keeping an eye on COVID information.

- <https://www.larimer.org/health/communicable-disease/coronavirus-covid-19/larimer-county-positive-covid-19-numbers>
- <https://covid19.colorado.gov/data/covid-19-dial>

Liv: Our goal is still to more closely align with the district and recommendations by the Larimer County Health Department. PSD has sent out communications to parents urging them to use precautions around COVID or they may be forced to go back to online learning.

Liv: This Thursday the Governors team is having a call with school leaders which Liv will be attending.

Liv: Our space is tight. There may be an opportunity to collaborate with the Church which has the building mostly unused next door.

Liv: We are heading into open enrollment and it's difficult to know if fully virtual learning will be allowed by the state and PSD next academic year under existing charters.

Mary: Given facility limitations and with Mountain Sage Virtual being an option being used by some, could there be some reshuffling of classes into single-track?

Liv: With the ripple effects of current events it is difficult to know the long-term effects to our program.

Eric: With attendance so much lower in our homeschool enrichment program for obvious reasons, can we still add value through online socialization or more importantly through quality materials and projects that can be brought home. It isn't fulfilling the same needs of socialization that are probably a significant reason for most enrichment families, but could still add value.

D3.3 - Program questions for 2021-22

D3.4 - Enrollment  
Lost 5 more students.

#### D4. Committee Updates

D4.1 - Finance Committee Update ([report](#))

D4.2 - Facilities Committee (Committee still on hold. No updates.<sup>1</sup>)

D4.3 - School Accountability Committee Update

Melinda: Will be meeting Wednesday, November 18th.

D4.4 - Logistics Committee Update

Rachael: Melinda has been working with Hillary on what to include in the Beat.

Rachael posted about the board meeting on the Facebook page. No new Board Member candidates at this time.

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<sup>1</sup> Please see past Facilities Committee reports such as the [9/22 report](#) for more background information.

Bryan: There was a person at the Love and Logic presentation with a lot of experience as an educator. He's come to the Town Hall and is active. Might be a person to reach out to.

**AI:** Bryan - Follow up to find contact information for that person to reach out to them as a potential candidate.

#### D4.5 - Policy Discussion

D4.5.1 - December - Reviewing School Policies: [FEG](#), [FEH](#), [FE](#), [GBJ](#)

D4.5.2 - Policy Review - Tracking when approved on consent agenda without material changes ([procedure](#)).

D4.5.3 - PSD Policy Updates (through 9/23/2020 minutes):

D4.5.3.1 - District policy AC-R replaced with [AC-R1](#) and [AC-R2](#)

D4.5.3.2 - Board policy [EL2.5](#) (Emergency Superintendent and Executive Succession) updated

D4.5.3.3 - District policy [JH/JHB](#) (Student Attendance/Truancy) revised June 9, 2020.

D4.5.3.4 - Board policy [GP 3.12](#) (PSD Bylaws of the Board of Education) revised "Conflict of Interest" policy.

Eric: Followed up with a question to the Colorado League of Charter Schools regarding inclusion of legal references and other policy references within the policies. While that would be a welcome practice, they acknowledged that most charter schools do not have that within their resources to research and maintain. Some schools include a more general reference to their charter authority.

#### D5. Items of the Month (from [Board calendar](#))

D5.1 - Nov - Director mid-year check-in with Board

D5.2 - Nov - Approve calendar for upcoming Calendar year  
PSD does have their calendar for 2021-2022 published.

D5.3 - Dec - Thank you cards to faculty and staff  
Logistics?

Mary: To be conscientious of privacy having board members sending letters directly to staff members, instead we can have board members prepare them and have them collected to the school for someone there to address and send.

**AI:** Melinda - Will take on getting the updated list of staff and sharing with board member. Each board member will send to the school who will address and send to staff.

Liv: Melinda can work with Amanda on faculty and staff cards.

D5.4 - Dec - Review Parent and Faculty Survey and make necessary changes

D6. Scheduling Matters

Liv: Next parent circle meeting is next month. It would be good to see board members at meetings such as the Inspiration Friday meetings. Bryan K. was able to attend this past one.

D7. Miscellaneous

D7.1 - Board member recruitment -- need to ramp up efforts -- schedule a short Zoom meeting to answer general questions?

Melinda: Kudos to Miss Spinden as a model for doing an exceptional job providing families with what they need to do a great job during a difficult time with remote learning, even providing audio clips to help children know how to prepare.

**E. Closing, 8:30 p.m.**

E1. List Assigned Action Items

- Eric: See two action items identified above in the minutes.
- **Earlier AI:** Liv - Bring information around testing results to the next board meeting.
  - Liv: They just finished up MAPS (with make-ups) today. Can bring to the next meeting.
- **Earlier AI:** Bryan - Can summarize what he thinks might be our Title IX requirements and bring to our next meeting.
  - Bryan: This is not something the Board needs to take action on immediately. The district policies already address this, so the school needs to be able to provide procedures to make sure we are compliant with Title IX.
  - Liv: The admin team has been working on it. Once that is ready Liv will provide it to the district.
- **Earlier AI:** Eric - Check with Colorado League of Charter Schools to see if they have any recommendations about the inclusion of legal references or policy cross-references similar to PSD's policies.
  - Eric: Addressed above in the minutes. E-mail from Teresa Tate of CLCS forwarded to Liv and the Board.

E2. Review [Upcoming School Calendar Events](#), Board Member Attendance

E3. Call for Final Comments

E4. Move to Adjourn

**Rachael S. adjourned the meeting at 8:29 p.m.**

E5. Closing Verse:

*Steadfast I stand in existence.  
With certainty I tread life's path.  
Love I cherish in the depths of my being.  
Hope I place in every deed.  
Confidence I place in every thought.*

*These five guide me through existence.  
These five guide me to the goal.*