



ASPEN VIEW ACADEMY
SAC COMMITTEE

Meeting Minutes

Meeting Date: April 13, 2021	Location: Teams	Time: 4:00pm
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SAC Committee Members

Chair	Lauren Bauer
Board Liaison	Aaron Ellsworth
Secretary	Lindsey Wahl
At large member	Malia Doss
At large member	Deanna Towne
Community member	TBD
Elementary Teacher	Ashley Chambless, Emily Case, Heather Boyd
Middle School Teacher	Jean Fanning
Staff	Todd West
Principal	Bob Barber
Principal's Designee	Dave Bodiker

Meeting Logistics

Opening Procedures:

- Call to Order: 4:03pm
- Pledge of Allegiance
- Number of Attendees: 12 attendees (11 members and 1 guest); David Bodiker as designee for Bob Barber
- Guests: Jessica Shepler (parent)
- Quorum
- Approve Agenda: please add Board Election Policy; Fanning motioned to approve agenda with addition of Board Election Policy discussion, Doss seconded, all approved
- Approve Minutes from February 16, 2021: Fanning motioned to approve minutes from February 16, Doss Seconded, all approved
- Introductions

Standing Reports

- Chair Report: All of the policies we have approved as SAC have been forwarded to the board and have been approved in first or second reading; Two Board seats coming up, three the following year
- DAC Report: none
- Community Report: none



- Teacher Report:
 - 6th back from eLearning
 - CMAS starting, nice to have fewer tests this year
 - Kindergarten, PreK and 2nd studying farm animals-bringing in chickens, etc.
- Principal Report: More in-person learners the past few weeks, chick hatchlings in 2nd grade

Follow-Up/Unfinished Business

- Parent Survey Update - 2020-21:
 - Survey to go out next Thursday, April 22nd in newsletter and email blast, open until May 2nd, get results prior to next SAC meeting
 - Information will go out in newsletter this week to be on the lookout for upcoming survey
 - Could link be app-compatible for AVA app and/or on AVA website?
 - Bodiker will get with Holly Landauer
 - Any incentives for parents?
 - In past years 100-150 families completed survey out of 500 or so families
 - Not sure if volunteer hours would be incentive this year
- Elementary Teacher Terms
 - Board approved three teacher seats: K-2, 3-5, and middle school (all 2 year terms) and one open staff seat (1 year term)
 - Bauer nominates Chambless to 3-5 Teacher Seat (2 year term), Doss Seconded, all in favor, none opposed
 - West nominates Case to open staff seat (1 year term), Fanning seconded, all in favor, none opposed
- Open Seats - Parent & Community
 - Newsletter or email to Sheri Cahill - Lauren put snippet together
 - On marquee
 - Open seats for parent positions - come join the next May meeting to see if that's something you might be interested in
 - What SAC is/what we do - include a link
 - Tell how many hours of commitment or volunteer



- Facility Policy Review
 - West had to make changes manually
 - Page 9 Section 7 from “AVA does not supply....” all the way to bottom was moved to page 11 under Rules for Gymnasium
 - Rules for Cafeteria -” no food or drink allowed at anytime” was taken out
 - Common punctuation stuff fixed, redundancies taken out
 - West will get electronic copy to Ellsworth
 - We will table the approval until we have electronic policy in hand in the next week or two

- Student Information & Privacy Policy Review
 - Deanna Towne will do more research and edit- she has experience as Chief Information Officer
 - Concerns - House Bills versus Statutes. For example Data Breach Notification Law references HB 18-1128 but not the statute, so make sure we refer to statute that the house or senate bill revised
 - Concern about definition of Security Breach and Disclosures---they are two different things and should clarified as such
 - Questions for Holly
 - Concern - Who exactly is doing training for the staff and when, needs to be spelled out.
 - Concern - Who is it that performs security analysis and risk assessments and how often? We need to verify.
 - Every page says page 1 at bottom
 - Lindsey will ask Holly to verify Section 3 on list of vendors

New Business

- Board Election Policy
 - Board wants to see a rolling list or addendum of current and past board seats and get this updated every year
 - To look at - how does election voting look?

Open Forum

- Any questions, concerns, or comments from attendees and/or the committee: none



- Items to task the SAC to report back on:
 - Bauer write a snippet for SAC parent positions to go in email and newsletter - maybe run by everyone for quick approval
 - Bodiker will make sure Newsletter snippet for Parent Survey goes out this Thursday, Parent Survey will be sent out 4/22 with links in email and newsletter
 - Everyone look at Board Election Policy Ellsworth sent out prior to next meeting (Aaron do you want to get a draft of the rolling list or addendum of current and past board seats?)
 - Deanna Towne will edit Student Information and then pass on to Wahl and West who will then discuss with Holly Landauer
 - West will put Facilities Policy into electronic format and distribute to group in the next week or two for review prior to next meeting

- Proposals for the SAC to consider: none

- Items to add to next SAC meeting
 - Hopefully welcome guest parents interested in seats
 - Discuss Election prior to end of year if necessary
 - Facility Use Policy - hoping we are at point for approval
 - Student Information Policy - decide whether it is ready to approve with new edits, or not
 - Board Election Policy - hoping we get to point for approval
 - Go over Parent Survey results

Confirm Next SAC Meeting Date

- May 11th, 4pm

Adjournment

- Motion to Adjourn: West Motioned to adjourn, Ellsworth seconded, all approved; meeting adjourned 5:06pm