

Board of Director's Meeting Minutes

Thursday, December 12, 2014 @ 4:45pm

UMA, 2 Federal Drive, Fort Snelling, Minneapolis, MN 55111-4000

Attending:

- Berray, D
- Burge, A. (Secretary)
- Hehre, J (Treasurer)
- Houtz, M (Chair)
- Sabo, M
- Wachutka, B.
- Wornson, B

Absent:

Said Sheik-Abdi
Pat Peterson Werre
Jason Jirsa

Guests:

- Amy Elverum, Dean of Students
- Kara Gaffey and Andrew Grice, BKDA
- Christina Wordes, BKDA
- Bob Wedl, IQS Authorizer

Welcome. The meeting was called at 4:45 p.m. with Chair M. Houtz welcoming everyone.

Approval of agenda and minutes from last meeting--M. Sabo moved to accept, B. Wachutka seconded. Motion passed.

IQS Authorizer Report Bob Wedl reviewed the report. The report reviews the accomplishments of the school from last year compared with what it was stated that we plan to do. All data must be reported for all students, but decisions are only based on students we have had the opportunity to teach for 3 years. We are also interested in what the students from this school end up doing post secondary and as careers. Scores in the areas of School Model, Governance, Performance, Finance and Operations are listed in the report.

2013-14 audit report --Andrew Grice presented the report. This report only reflects the preceding year and not anything after June 30, 2014. He specifically reviewed the budget, explaining expenditures and revenues. There is also a Communications Letter explaining changes to look at for the future.

B. Wornson asked for clarification on some of the findings and how to navigate all the documentation.

Finance Report --Kara Gaffey brought to the attention areas that are of concern in the budget, specifically the sub costs due to early maternity leave and the fluctuation in staff.

Motion to approve applying for a \$150,000 line of credit from a non-profit assistance fund at about 6-7% interest. This is so we have some cash flow in order to pay for things that we need to pay

for while we are waiting to get money from other sources. M. Sabo motioned to approve. D. Berray and B. Wachutka seconded. Motion passed.

Director's Report --Barb Wornson presented.

- By Laws review--Discussion was made around the election of of Board Members. J. Hehre is going to review that and bring it to the board at the next meeting. Also, more policies need to be adopted.
- Board training update-- Dina Berray, Jason Jirsa, John Hehre, Martin Sabo, and Barb Wornson went to training this past weekend. The rest will be looking into signing up for a future training.
- Infinite Campus update--IC is up and running and the glitches are being worked out so that there are not the same issues that we had at the beginning of this past quarter. It is a work in progress, but it is a powerful tool for us.

Committee Reports:

- Facilities Committee--John Hehre and Barb Wornson reported that the St. Francis School is not a good fit for us. We are looking at the Brown College site at the moment as our best option. We are hoping to have a decision made about it in January. There was also discussion about how this will affect the school lunch program.
- Outreach and Recruitment--Barb Wornson reported.
 - Information Sessions--there have been four biweekly sessions. 40 students are already signed up on the website interest page and there are shadows set up, most of which are current 5th graders. Most kids who shadow, choose to attend.
 - Timeline and lottery policy--enrollment is open now on the website (intent to enroll). Then the packets are sent out to the family to fill out to make it official. We are potentially going to add a 9th grade next year if there are 25 students interested. If we exceed our enrollment goal of 100 for 6th grade, then it goes to lottery.

·PTO --Amy Burge reported. The PTO now has a checking account and is able to collect money for the Extracurricular activities, pay for things from events and deposit money earned from fundraising. Currently, the Theater and Chess Clubs are up and running. Some of the activities that require insurance are almost ready to begin, hopefully after the holiday break. (Fencing, Rock Climbing) We have almost obtained our 501c3 status.

Give MN raised over \$14,000 and that money goes to the school, not the PTO.

Other Business

- The Culinary Pathway has a cookbook for sale for \$15 and \$10 of each sale goes to the school.

Adjourn--D. Berray motioned to adjourn. B. Wachutka seconded. Motion passed. 6:35pm

