

Board of Directors Meeting Minutes

Thursday, December 10, 2015 @ 4:45 pm
UMA, 426 Osceola Ave S, St. Paul, MN 55102

Attending:

- **Berray, Dina**
- **Burge, A.** (Secretary)
- Elverum, A (Dean of Students)
- Hehre, J (Treasurer)
- Hehre, Marian
- **Houtz, M** (Chair)
- **Jirsa, J**
- **Klancher, C**
- **Mortenson, C**
- Rippe, Steven (IQS)
- **Sabo, M**
- Wordes, Christina (BKDA)
- Wornson, B

Absent:

Welcome. The meeting was called at 4:46 p.m. with Chair M. Houtz welcoming everyone.
--Introduction of Steve Rippe from IQS

Girls' Robotics Team--The team had its first tournament this weekend and won the Motivate Award. The judges referred to the team as "adorable." They will have their second competition in St. Peter on January 23rd.

Approval of the minutes from the last meeting and the current Meeting Agenda as amended. B. Wornson moved to postpone the approval of the minutes until they are amended. M.Sabo moved to approve the agenda, J.Jirsa seconded. Motion passed.

Consent Agenda--M. Sabo moved to approve the consent agenda. Christie Klancher seconded. Motion passed.

Finance Report. J.Hehre and Christine Wordes presented.

We are currently in a positive cash flow, but still need to do fundraising.

We need to apply for a line of credit. J. Jirsa to approve the borrowing resolution. M. Sabo seconded. Motion passed.

M. Sabo motioned to accept the financial report. A. Burge seconded. Motion passed.

Development and Grant writing progress

Chris Mortenson

There is start up money available from The Mortenson Family Foundation and Rob and Lesley Goldberg Family. It is being proposed that we need to have a person who will be hired fulltime as an Advancement Officer who will serve as an Administrative officer of the school. C. Mortenson motioned to approve. J. Jirsa seconded.

High School Program Update

Chris Mortenson

The high School plan will be presented to the existing 8th graders next week, to current 8th grade families January 7th and to prospective families on January 28th.

Director's Report

Barb Wornson

- A written director's report has been requested so that the board can look at it prior to the meeting so that there can be a more informed discussion.
- Enrollment update--265 ADM Total, 268 average enrollment; a request was made to have a report that includes totals by month and by grade in order to analyze the trends.
- SPMT progress on the Comprehensive School Plan--This is in progress. Each committee is writing a statement with their own mission and then they will be consolidated.
- Staffing update--We are currently interviewing a new Office Manager and hope to have someone new asap. We are looking at hiring a part time food service person so that there is office coverage during meal times.
- Ongoing activities--Robotics, Basketball, Volunteer opportunities for 8th graders, Volleyball will be in the Spring, Choir concert on November 18th, School Musical in the Spring, Student Council is planning a talent show in February, December 4th was Empty Bowls which raised money for the local food shelves, the new website was launched November 20th, College Inside Track came out and talked to parents about funding college, Information sessions that have been VERY well attended
- WBWF (World's Best Workforce Report)--The latest version will be sent to the state and the authorizer, but we will look it over and post it after board approval.
- Procedure for Board elections--Because we are a founding board, we need to create procedures for adding new board members and decide what the make up of the board will be. We will look over the draft and the state laws and revisit this in January. We need to put a Governance Committee in place. M. Houtz motioned to put together a committee that includes Christie Klancer, Barb Wornson, John Hehre, plus one community member.

IQS Renewal Process and Scorecard Summary

Barb Wornson

We are up for renewal this year. Steven Rippe reported that he sees this as coming from a place of helping in the areas of concern, not penalizing for deficits.

Maintaining UMA uniqueness

John Hehre

There is a concern that we are drifting away from the original vision. We need to keep this in mind when we are hiring and continuing training of our teachers. We need to keep this in mind as we continue and find ways for the board to help.

PTO Update

- No PTO meeting has been held since the last Board Meeting. The next one is on Monday, December 14.

Adjourn: M. Sabo motioned to adjourn. C. Klancher seconded. Motion passed. Meeting adjourned at 7:45 pm

****Board Meeting Monday, December 28th, 2015 - 7:30am**

UMA, 426 Osceola Ave S, St. Paul, MN 55102

Attending:

- **Berray, Dina**
- Elverum, A (Dean of Students)
- Hehre, J (Treasurer)
- **Houtz, M** (Chair)
- **Klancher, C**
- **Mortenson, C**
- **Sabo, M**

Absent:

- **Jirsa, J**
- **Burge, A.** (Secretary)

Meeting was called to order by Marcia promptly at 7:30am.

We called this meeting specifically to discuss the candidates we interviewed for the interim position of the Executive Director. We discussed the pro's and con's of the candidates. Marcia made the motion to hire Harry. John first wanted to discuss salary. After discussing TRA, fica, and health coverage, we came up with a number. Marcia completed the motion to hire Harry, Martin seconded. Motion passed. John will offer Harry the job and get back to

us via email to announce his answer. If he accepts, Amy Elverum will then send out a letter to the UMA community.

Chris suggested that we have a welcome gathering for Harry (if he accepts) on Saturday or Sunday, Jan 2nd or 3rd at UMA for the teachers to meet him on a casual basis before school starts.

Amy E. asked to have signature authority until June 30th so that she can help out with paying bills and taking care of school orders. Martin moved that this should take place. Christy seconded it. Motion passed.

Marcia motioned to end the meeting. Dina seconded it.