

Board of Directors Meeting Minutes
Thursday, February 11, 2016 @ 4:45 pm
UMA, 426 Osceola Ave S, St. Paul, MN 55102

Attending:

- Adler, Harry (director)
- **Berray, Dina**
- **Burge, Amy** (Secretary)
- Hehre, John (Treasurer)
- **Houtz, Marcia** (Chair)
- **Klancher, Christy**
- **Mortenson, Chris**
- Peyton, Abbe (Director of Advancement)
- **Sabo, Martin**
- Wordes, Christina (BKDA)
- (3) Other guests

Absent:

- Jason Jirsa**
- Amy Elverum (Dean of Students)

Welcome. The meeting was called at 4:42 p.m. with Chair M. Houtz welcoming everyone.

Welcome Abbe Payton

Marcia Houtz

Condolences for the passing of Pat Peterson, who was a former board member and employee of the Aveda Institute. Memorial service will be in the Spring.

Approval of the current Meeting Agenda as amended. M. Sabo moved to approve the agenda as amended, C. Mortenson seconded. Motion passed.

Finance Report.

J.Hehre and Christine Wordes

(1) We have a positive cash flow. (2)We are currently in the process of applying for a line of credit and should know within a couple weeks. (3)Our CSP grant ends at the end of February. We are attempting to get it extended, because we have \$19,000 to spend before then. (4) The finance committee changed the policy for employee benefits, so that they go into effect 30 days after employment.

C. Klancher motioned to accept the financial report. M. Sabo seconded. Motion passed.

Director's Report

Harry Adler

- Bullying Policy motion--The policy was copied from another charter school and edited by Amy Elverum. Heidi Jaeger proposed some revisions to the policy. The board voted to accept the bullying policy as amended. (There may be additional revisions once we have looked at this closer.)
- Inclusion Policy motion--C. Klancher let us know that this policy is not federally mandated, but many districts are being proactive and adopting such policies. We feel that we need to do the same. M. Sabo motioned to accept the policy. C. Mortenson seconded. Motion passed.
- Proposal to include 5 sick days for Special Education Paraprofessionals and continuation of health care insurance for returning Paraprofessionals--The health insurance is already included in the budget. M. Sabo motioned to accept, D. Berray seconded. Motion passed.
- Restart of facilities committee for 2017-18 space needs--J. Hehre, chairman of the committee, agreed that this needs to be reinstated. The plan is to reform the committee and ask for volunteers
- Enrollment and MARSS data--271 Enrollment= (63-6th, 73-7th, 110-8th, 9-9th, 16-11th) Abbe attended the Charter School Fair on January 23rd--there were 12 families that we had extensive conversations with. Abbe also went around to the booths for K5 or K6 schools, and is in the process of doing follow up calls and visits. There are also more information meetings being held in February, including one specifically for high school.
- Enrollment by Zip Code and Grade--we need to look at the potential students in zip codes around the school.
- Update on Information Sessions and Intent to Return--starting next week, we will begin to contact each family individually, in the manner that is most effective for them. Abbe will be in attendance at the Souper Fun Night, with the forms for the parents to fill out. We also have applications for new students that have come out of the information sessions.
- GALA preliminary plans--our goal at the GALA, to meet our declared budgetary goal, is \$26,223. (Last year was \$12,000) We expect to attract financial support of people unaware of UMA by having a UMA community member who is well respected throughout the Twin Cities. The PTO has welcomed the opportunity to co-sponsor the event.

UMA By-Law Changes for Board Elections

Christy Klancher, John Hehre

- Composition of the Board--The new board must be elected. The election must be announced 30 days in advance and before the end of the school year. The board must consist of at least 5 directors. Currently the board is made up of 7 directors--2 parents, 2 teachers and 3 community members. We need to put together an election committee to put this all together.
- We need to write up a job description for board members, including the training requirements.

Executive Director Permanent Position

Marcia Houtz

- A committee needs to be put together to find a permanent Executive Director. That will begin soon.

Community Meetings

Marcia Houtz

- There will be some community meetings to address the concerns of the community and answer questions. There is a question about what the school is doing with The Pathways--how they are integrated into the core classes. We will begin with one and see if there is need for a second. We are planning to tag it onto the PTO meeting on March 14th @6pm

Class Size, Retroactive Pay

Dina Berray

- Our school is marketed as having small class sizes, yet there are classes that up to 30 students. (8th grade is where the problem is) H. Adler will gather the data on how many classes are over 25 and bring it to the next meeting in order to assess the severity of this issue.
- There is not money in the budget for retroactive pay. The first people who will be looked at are those who voluntarily took pay cuts last year.

PTO Update

- The PTO is planning another community event on February 19th--Souper Fun Night @UMA. They are opening the event to prospective families.
- The PTO plans to help with the gala. Also, Chinook Book cards, CSAs and Plant sales will be the other Spring Fundraisers.
- There will be a contest for Box Tops for Education. The Advisory with the most box tops will earn "Frozen Treats" for their class, courtesy of the PTO.
- The PTO plans to rewrite their bylaws so that the money they raise can more easily be given to the Pathways. Having teachers request the funding is not effective or efficient.

Public Comments

- Kari Cruz has an 8th grade son who is here for the first year and it is going well.

Adjourn: A. Burge motioned to adjourn. D. Berray seconded. Motion passed. Meeting adjourned at 6:47pm