

DRAFT Fraser Academy Board Meeting Minutes
August 27, 2013 at 5:30
Grace Center Break Room
1534 Sixth Street NE
Minneapolis, MN 55413

1.0 Call to Order

1.1	Roll Call:	Shannon Dean P	Wendy Ehlert P
		Janelle Erickson P	
		Terra Hyatt P	John Maloney P
		Meggie Martin P	Neil Nye P
		Donna Piazza P	Dana Quinn P
		Susan Scheller P	Kirk Wahlstrom P

Director Linda Silrum P
Authorizer Rep. Chris Bentley P

1.2 Approval of the Order of the Agenda (includes Consent Agenda)
Motion: To Approve the Order of the Agenda including the Consent Agenda
M/S/P: K. Wahlstrom/J. Maloney/Passed

2.0 Governance Committee Recommendation on Public Comment

Motion: To Approve the adoption of the documents: Audience Rules
During a Fraser Academy Board Meeting and for Public Comment agenda
item.
M/S/P: K. Wahlstrom/J. Maloney/Passed

3.0 Information and Communications

3.1 Director Report

- establish routine for updating information to Board
- enrollment is at 80
- may impact budget/staffing decisions related to approved budget
- waiting list of enrolled, no space, is at 15; programs are full for these particular students
- waiting list of 6, application on file; not enrolled
- space only for students that will be best served within the learning families that we have
- Learning Families (working term): Flexible grouping allows students to be at their

learning level and for teachers to be able to differentiate. Teams collaborate so that students are getting instruction they need in the environment and with the support they need.

- Music therapist: evaluation plan in progress for music therapy services
- Satisfaction survey - higher than desirable percentage of parents who did not know about PBIS. Communicate more to parents about the program.
- Staff: using Teaching Temps. One teacher from Teaching Temps
- Environment: Rooms were in good condition at the start of school
- Grace Center proactive with regards to heat factor. Bus company went through buses to make sure all was in working order
- September: resolving enrollment issues as it applies to staffing and budget

Will begin working on Full Day Kindergarten program research for next year and will prepare open enrollment policy for 2014-15. Annual report is not due in September and could make it coincide with the audit. School calendar - conferences coming up in September

- Eric Weatherman - worked on construction during July

3.2 Sponsor/Authorizer Comment

- Legislative changes related to annual report and authorizers role
- Template of information that can be shared with others and potential Board members
- Annual report and authorizers report due along with Audit - December 1st.

3.3 Public Comment

- 2 persons from the public were in attendance. Neither signed in to speak.

4.0 Approval of the Consent Agenda

Motion: To approve consent agenda

M/S/P: S. Dean/N. Nye Passed

4.1 July 2013 Meeting Minutes

4.2 Checks and EFT transactions for July 2013

4.3 Employee Changes:

Hires: Emma-Fiona Doh, Mayra Ortiz, Anna Shevik

Resignations: Derek Damron, Data Entry and Analysis and Technical Support; Stephanie Godfrey, Blake Jorgensen, Megan Mena, Andrea O'Brien, Special Education Paraprofessionals

Status Change: Tara Meyer

4.4 Renew at 2012-13 Terms: Fraser for School Psychology Services

4.5 Agreement with Dangie Wellness Services for Social Worker Services

4.8 Donations for July 2013: \$238.76

4.9 Volunteer Hours for July 2013: 55 hours

5.0 Standing Committee Reports

5.1 Accountability—Meggie Martin

- September 26th date for Literacy assessment

5.2 Operations—Kirk Wahlstrom

Operating Costs Update- Finalized discussion as to costs with Grace Center not resolved, waiting for response on meeting date

Construction Update- Work remaining to be done is by need.

5.3 Finance—Janelle Erickson, Treasurer

July Financials

- adjusting the number due to enrollment down to 80, will adjust as needed
- numbers for final financial statements can be adjusted up to October 1st.
- next Finance meeting Sept. 19th, 5:00
- committee will keep close eye on cash flow as payments coming in slower

5.4 Governance—Kirk Wahlstrom

- Discussion of authorizer status, steps to move forward with authorizer options
- Complaint procedure was discussed, reviewed protocols in place in parent handbook. Lawyer is reviewing options

- Board orientation too short, Dana will provide info

5.5 Marketing/Communication—John Maloney

October 2013 Run/Walk Fundraiser

- continue to build momentum for the fundraiser, Fraser Academy wear and running shirts available.

- Give to the Max - November

- Newsletter - focus on the Board - highlight a different committee throughout the school year. Board presence at the Conferences on Sept. 19 and 20. Board presence at other school functions

5.6 Personnel and Contracted Services—Donna Piazza

Motion: To approve the employment of additional paraprofessionals: Elizabeth Folsom, Alison Fulwilder, Erin Giebink, Haley Husband, Maya Sutton

M/S/P: J. Maloney/D. Quinn/Passed

- updates to employee handbook in progress, adding some roles, PTO task force, paraprofessional training program

6.0 Future Meetings Schedule

Board Meeting—September 24, 2013 at 5:30—Grace Center Break Room
September Committee Schedule - Accountability 4:00-5:15, Operations 5:15-6:15,
Marketing meetings 6:15-7:15 all on same night - 2nd Tuesday

7.0 Board Training—Policy review—Chris Bentley

7.1 Policy 205 Open Meetings and Closed Meetings and communication

7.2 Policy 515 Protection and Privacy of Student Records and confidentiality

8.0 Information Sharing

- make sure everyone updates their information in the Board Membership (Editable doc)

- on behalf of board flowers and memorial were sent to John Flanagan husband to Maureen Flanagan - former Board member who passed away.

9.0 Policies

9.1 First Reading: Crisis Plan

9.2 Second Reading: Student Records Security

- Third Reading requires action and will then become policy


10.0 Adjournment

Motion: To Adjourn the August 27, 2013 Fraser Academy Board meeting

M/S/P: J. Erikson/M. Martin/Passed

Approved at the October 22, 2013 Meeting of the Fraser Academy Board


Meggie Martin, Board Secretary


Date