

Fraser Academy Board Meeting Minutes
February 25, 2014 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 A Wendy Ehlert P
Janelle Erickson P Terra Hyatt 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: Approve the order of the agenda, with the following changes: finance adding, governance adding a motion, governance is deleting the motion 4.6
M/S/P: K. Wahlstrom/S. Scheller/Passed

2.0 Information and Communications

2.1 Director Report

Consent Agenda Item Notes

3.4 The Accountability Committee reviewed and approved with motion that passed unanimously the 2012-13 Annual Report as presented.

3.5 The Accountability Committee appointed Terra Hyatt as the parent member of the Special Education Advisory Committee (SEAC) established by the Board at their November 2013 meeting. Terra Hyatt agreed to the appointment. The SEAC is required to meet at least once each year and provides advice and suggestions as to the special education programming at Fraser Academy.

3.7 The volunteer hours for January are hours contributed by board members only. The annual all-school dance provides a great opportunity to expand the volunteer contributions to the wider school community.

Enrollment Information 2013-14; Application Information 2014-15

	2013-14	2014-15
Kindergarten	13	20 (16 prefer all-day)++
First Grade	18	7

Second Grade	11	7
Third Grade	14	3
Fourth Grade	13	3
Fifth Grade	6	1
Total	75	41+

The current year enrollment has stabilized at 75; we continue to experience unanticipated transitions that seem to balance each other and keep enrollment at that number. All students whose families are interested in current enrollment and apply are considered for enrollment and start dates are set for all for whom there is space in the program.

The open enrollment period ended. All Kindergarten students have been notified that they are welcome to enroll. The high interest (16) in full-day Kindergarten indicates that there is adequate enrollment for 2 sections of full-day. We have been in conversation with Fraser about the outside therapies that are part of the present schedules for the 4 interested in half-day. Fraser is considering options that could augment our Kindergarten and other program aspects.

All other student applications were entered into the lottery; assigned a wait list number and notified as to their placement on our wait list.

All current families have received a survey as to their intentions or plans for the next school year. We have heard from 41 and follow-up reminders have been sent this week. Of the responses received, 100% indicate a plan to return to Fraser Academy in 2014-15.

Staff

The next, and last for this school year, staff development day is March 7, 2014. The focus for the day is on Non-Violent Crisis Prevention and Intervention trainings. It will be the first opportunity for Fraser Academy to complete its annual training requirement with the staff person, Taryn McGovern, who completed the 'train the trainer' series for NVCPI this past fall.

Program

The School-Wide Positive Behavior Intervention and Supports Leadership team has continued to work diligently to refine the data collection tools that we are using for student behaviors. The goal is to refine collection to the point that it is both manageable to use throughout the day and detailed enough to provide good summary data for the team to use on a school-wide, aggregated basis.

The Leadership Team has taken on the design, communication and implementation of the Crisis Team and response. Initial implementation is going well. Improvements are made by the team, as needed, as data is reviewed at the Leadership Team's monthly meetings.

STAR student awards continue to be made weekly and assemblies held monthly. STAR award donations are needed and welcome.

More focused work can now begin on the programming for full-day Kindergarten.

School Events Calendar

March 6, 2014	Second Trimester ends
March 7, 2014	Staff Development Day
March 13, 2014	Bowling Field Trip to Elsie's(rescheduled)
March 31, 2014	Spring Break begins continues through 4/3

- 2.2 Sponsor/Authorizer Comment
 - Authorizer Report on Evaluation of 2013-14 distributed
 -

- 2.3 Public Comment
 - No public present

3.0 Approval of the Consent Agenda

Motion: to approve the consent agenda

M/S/P: J.Erikson/S.Scheller

- 3.1 January 2014 Meeting Minutes
- 3.2 Checks and EFT transactions for January 2013
- 3.3 Employee Changes:
 - Hires: none
 - Resignations: none
- 3.4 Approval of the 2012-13 Annual Report
- 3.5 Approval of 2013-14 Special Education Advisory Committee membership
- 3.6 Donations for January 2014: \$152.79
- 3.7 Volunteer Hours for January 2014: 40 hours

4.0 Standing Committee Reports

- 4.1 Accountability—Meggie Martin
 - Update on emergency school close related to weather
 - still have a "cushion" in legal requirements of number of school hours
- 4.2 Operations—Kirk Wahlstrom

Building/space needs update

- Option to use 2 rooms on the main floor of Grace Center
- Recommendation related to lease notification requirements by March 1, 2014

Future building plans update

- Option to extend our lease agreement by July 1st
- Set another meeting with Grace Center to discuss future plans

Susan Scheller, Diane James, and Hannah Peterson will meet with Heidi, Grace Center Administrator, and John, Head Custodian/Building Manager to discuss cleaning and maintenance as it is related to Fraser's part of the building.

Motion: To exercise our lease option and extend our lease to include the 2 classrooms on the main floor and office between them, Rooms 104 and 105.

M/S/P: K. Wahlstrom/J. Erikson/Passed

4.3 Finance—Janelle Erickson, Treasurer

January Financials

- Reflected the student enrollment of the student body
- Fund balance increase since last month's meeting
- at 12.3% fund balance without large donation

Discussion of the need to adopt an emergency amendment to the Student Transportation of Charter School Students 709.

Motion: To amend the transportation policy to include the option to bus a sibling of a student who qualifies for bussing outside of the Minneapolis effective immediately.

M/S/P: J. Erikson/ K. Wahlstrom/Passed

4.4 Governance—Kirk Wahlstrom

Recommendation to appoint Tina Outlaw to the Fraser Academy Board effective immediately and to be seated in March 2014.

Motion: To appoint Tina Outlaw as a Fraser Academy Board Member effective immediately, seating on March 25, 2014.

M/S/P: K. Wahlstrom/S. Dean/Passed

Authorizer Due Diligence Update

- Looking at potential authorizers such as
 - St. Thomas or Bethel
 - Single entity authorizers Student Achievement Minnesota, Novation
 - Education Opportunities (NEO)

Motion: To submit an intent to transfer authorizer to NEO

M/S/P: K. Wahlstrom/N. Neil/Passed

Board Member Training Reminder

- Online options for training
- Continuing education needed for Board Members

4.5 Marketing/Communication—Neil Nye

- School Applications for 2014-15 Update with Marketing Plan Strategies
- Terra/Wendy made and distributed brochures in targeted neighborhoods
- Donation tracking document for the school dance on May 1st
- Donation report, up from January \$7767

- 4.6 Personnel and Contracted Services—Shannon Dean
Recommendation on Director Contract for 2014
Motion: To approve the Director Contract for 2014
M/S/P: S. Dean/J. Erikson/Passed
Approval of 2014 Director Professional Development Plan
Motion: To table the motion to approve the professional development plan to March
M/S/P: S. Dean/N. Nye/Passed

- 5.0 Future Meetings Schedule
Board Meeting—March 25, 2014 at 5:30—Grace Center Break Room
March 2014 Committee Schedule

- 6.0 Information Sharing

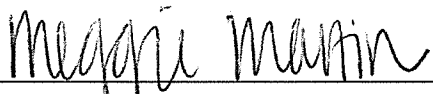
- 7.0 Policies

- 7.1 Second Reading Policy 531 The Pledge of Allegiance
- 7.2 Second Reading Policy 524 Internet Acceptable Use and Safety Policy
- 7.3 Second Reading Religious Accommodation
- 7.4 Second Reading Facility Neutrality and Equal Access for Student Non-Curricular Groups
- 7.5 Second Reading Policy on Facility Neutrality and Equal Access for Boy Scouts, Title 36 and other Outside and Community Groups

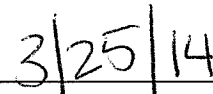
- 8.0 Adjournment
Motion: To adjourn the February 25, 2014 Board Meeting
M/S/P: K. Wahlstrom/D. Quinn/Passed

Committee Chairs met following the conclusion of the board meeting for about 30 minutes to discuss support needs for Committee Chairs and Committees.

Approved at the March 25, 2014 Meeting of the Board of Directors



Meggie Martin, Co-Secretary of the Board



Date