

Fraser Academy Board Meeting Minutes  
July 23, 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                                      Katy Hill 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  
Motion: To approve the Order of the Agenda, including the Consent Agenda.  
M/S/P: K. Wahlstrom/J. Maloney/Passed.

## 2.0 Information and Communications

2.1 Director Report  
In continuing efforts to go green, the Director report on the completed 2012-2013 school year and a look ahead was presented electronically. In September, Board will approve the annual report that will provide greater detail. Enrollment for 2012-13 ranged from 84-90, started at 90 and at the end of year at 84 students. Noted information around transition decisions: safety concerns, need different program, concerns with transportation. Family satisfaction survey preview of results: Communication-majority satisfied, Program-majority satisfied. Learning program-majority satisfied, School environment- majority satisfied, School Staff-majority satisfied, School Staff (communication)-majority satisfied, some dissatisfied, School Program--(PBIS) some satisfied, some didn't know much about PBIS. Board members will receive a draft of the annual report to review prior to approval in a future meeting. Report concluded with an overview of high-fives and more work to do in 2013-14 and highlighted aspects that contributed to Fraser Academy attaining the 10-year mark.

2.2 Sponsor/Authorizer Comment  
Department of Education clarifying procedures for authorizers and working on getting more information. Pushing to get some feedback from others.

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- 2.3 Public Comment-  
Public comment was made, received and taken under advisement.

**3.0 Approval of the Consent Agenda**

Motion: To approve the Consent Agenda

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

- 3.1 June 2013 Meeting Minutes
- 3.2 Checks and EFT transactions for June 2013
- 3.3 Employee Changes:  
Hires:  
Resignations: John Ambrose, Brooke Trenda, Kenlee Valleskey, Special Education Paraprofessionals
- 3.4 Renew at 2012-13 Terms: Michelle Hahn for School Nurse Services, Learning3 for Technology Services
- 3.5 Request General Education Appeal for 2013-14
- 3.6 Request Lease Aid Appeals for 2013-14
- 3.7 Renew Hanover Director and Professional Liability Insurance Coverage
- 3.8 Annual designation of depository and EFT authorization  
**Resolution for Western Bank to be automatic depository/transfer of funds**  
Fraser Academy Board designates Western Bank as the automatic depository for electronic funds due to Fraser Academy. The Beltz, Kes, Darling and Associates employees responsible for Fraser Academy bank reconciliation, payroll, payroll taxes are authorized to initiate electronic fund transfers related to those responsibilities under the supervision of Manager Jenny Abs and School Director Linda Silrum.
- 3.9 Donations for June 2013: \$646.80  
Volunteer Hours for June 2013: 52 hours

**4.0 Standing Committee Reports**

- 4.1 Accountability—Meggie Martin  
Strategic Plan Update-the committee did not meet in July.
- 4.2 Operations—Kirk Wahlstrom  
Strategic Plan Update- completed and current with plan.  
Operating Costs Update  
Fraser Academy received a response from Grace Center to questions raised with respect to the operating cost budget; until agreement and new amendment, Fraser Academy is paying at the rate of the fixed cost plan for 2012-2013.  
Construction Update  
Grace Center approved to update the carpet of one room.  
The contractor Fraser Academy engaged for the additional construction needed wants to be reimbursed for materials only so that the labor costs are donated and the funds are available for school growth purposes.

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- 4.3 Finance—Janelle Erickson, Treasurer  
Strategic Plan Update--made updates to the strategic plan, making progress in documenting how financing works. We did not have to take a loan or use a line of credit.  
June Financials- reviewed the statements and there are no concerns.
- 4.4 Governance—Kirk Wahlstrom  
Strategic Plan Update--no major updates, some tweaking of dates.  
Response update related to parent concern raised at June 2013 meeting- discussed concerns raised by parents and are looking at information that will be consistent and available to both staff and parents.  
Committees—Katy Hill- Handed out committee assignments and indicated that changes could be negotiated; this was a first draft based on preferences made by most board members. Explained that others not on the board can join a committee.  
Log-in to MN Association of Charter Schools Member Services-explained training and access to resources. Board members encouraged to do so.  
Conflict of Interest- review, sign and return to Vice Chair.
- 4.5 Marketing/Communication—John Maloney  
Strategic Plan Update--there are no changes and working on it.  
October 2013 Run/Walk Fundraiser- Saturday, October 5th. S. Dean and J. Maloney will be presenting the idea for the walk/run fundraiser to the staff on August 1. Will be staying for the open house to meet parents and to talk about the fundraiser.
- 4.6 Personnel and Contracted Services—Donna Piazza  
Strategic Plan Update--extended the date for policy to use funds for CEUs.  
On track to get job descriptions done. Are using information from exit interviews to learn pros/cons.
- 5.0 Future Meetings Schedule  
Board Annual Meeting—August 27, 2013 at 5:30—Grace Center Break Room  
August Committee Schedule
- 6.0 Election of Officers—Katy Hill  
Motion: To elect Donna Piazza as Chair of the Fraser Academy Board for the 2013-14 year.  
M/S/P: J. Maloney/S. Dean/Passed  
Motion: To elect John Maloney as Vice Chair of the Fraser Academy Board for the 2013-14 year.  
M/S/P: D. Piazza/K. Wahlstrom/Passed  
Motion: To elect Janelle Erickson as Treasurer of the Fraser Academy Board for the 2013-14 year.

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M/S/P: D. Piazza/N. Nye/Passed

Motion: To elect Meggie Martin/Susan Scheller as Co-Secretaries of the Fraser Academy Board for the 2013-14 year.

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

**7.0** Information Sharing

K. Hill indicated that the conclusion of this board meeting would coincide with when her resignation from the board is effective. D. Piazza expressed gratitude on behalf of the rest of the board to K. Hill for her service to the board.

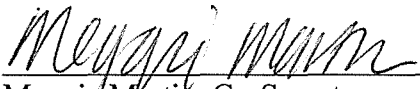
**8.0** Policies- read policy and bring suggestions, edits, concerns to the second reading with then the hope being that they get passed as presented in the third reading.  
First Reading: Student Records Security

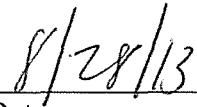
**9.0** Adjournment

Motion: To adjourn the meeting.

M/S/P: J. Erickson/S. Dean/ Passed

Approved at the August 27, 2013 meeting of the Board of Directors

  
Meggie Martin, Co-Secretary

  
Date