

Fraser Academy Board Meeting Minutes
October 22, 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
		Meggie Martin P	Neil Nye A
		Donna Piazza P	Dana Quinn P
		Susan Scheller A	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 agenda with added items at Finance and Governance Committee Reports.

M/S/P J. Erikson/S. Dean/Passed

Board Training: Amy Mace, Rupp, Anderson, Squires, and Waldspurger
Given packet about Rights/Responsibilities/Risks of Board Members

2.0 Information and Communications

2.1 Director Report

- Given document for October 2013 Report
- Enrollment at 76, hoping to get up to 85 after working through the waiting list
- Almost all staffing position filled

2.2 Sponsor/Authorizer Comment--none

2.3 Public Comment--none

3.0 Approval of the Consent Agenda

Motion: To approve the Consent Agenda.

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

3.1 August 2013 Meeting Minutes

3.2 Checks and EFT transactions for August & September 2013

3.3 Employee Changes:

Hires: Katherine Rose Kammerude, Grade 1 and Special Education Teacher,
Tony Shepherd, Special Education Teacher, Sarah Dugan, Elizabeth Folsom,
Katelyn Rimmerreid, Special Education Paraprofessionals

Resignations: Trina Behling, Grade 1 and Special Education Teacher, Amy Kasch-Vanek, Clare Lockman, Special Education Paraprofessionals

- 3.4 Approve 2014-15 School Year Calendar
- 3.5 Approve the Open Enrollment Policy for the 2013-14 School Year
- 3.6 Approve the Assurance of Compliance for 2013-14
- 3.7 Donations for August & September 2013: \$158.46 & \$1,968.46
- 3.8 Volunteer Hours for August and September 2013: 65 & 78 hours

4.0 Standing Committee Reports

- 4.1 Accountability—Meggie Martin
Strategic Plan Update
 - Revised the open enrollment policy and 2014-2015 calendar
 - Continuing to work on assessment data
- 4.2 Operations—Kirk Wahlstrom
Strategic Plan Update
 - Work outside of Grace Center has been startedOperating Costs Update
 - Grace Center and lease legal involvement related to operating costs resolution
 - Looking at also incorporating legislation update about lease terms
- 4.3 Finance—Janelle Erickson, Treasurer
Strategic Plan Update
 - Working on documenting expense
 - Continuing to document the deficits and gapsAugust & September Financials
 - Looking at student enrollment and financials
 - November Audit on November 21st at 7:00amMotion: To transfer funds from fund 1 to fund 2 in the amount of \$1070.33 for 2012-13.
M/S/P: D. Piazza/D. Quinn/Passed
- 4.4 Governance—Kirk Wahlstrom
Strategic Plan Update
 - Ongoing process on board development
 - Created Annual FA Board Evaluation Sheet
 - Rating scale to measure board evaluationResignation of John Maloney-Thank him for his service to the school and board
Annual Work Plan updates
 - Send to Janelle updateConcern/Complaint Process

- Given the Compliant/Concern process and form
- Procedure for Complaint- not policy no board action required
- For parent and staff use

Motion: To accept the resignation of John Maloney.

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

-Memorials from Maureen Flanagan designation have exceeded \$1500 and could be designated as the start of a Fund for board training or board activities

Motion: To designate memorial funds from Maureen Flanagan memorial designation to a fund established for use for Board training/activities

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

4.5 Marketing/Communication—Shannon Dean

Strategic Plan Update

- Fund development goal is still a work in progress
- Marketing plan is put on hold due to new authorizer decision

October 2013 Run for Fun(ds) Update

- About 12 people at the race
 - Raised almost \$1,800
 - looking into the next fundraising event
- Give to the Max Day, November 14, 2013
- Word out about Give the Max Day
 - Going out to community and Parents

4.6 Personnel and Contracted Services—Shannon Dean

Strategic Plan Update

- Finalized all position descriptions
- Administrative procedures template for staff to work off of
- Staff funds for continuing education expenses-still looking into it, add to staff survey
- Formalizing a succession plan for the director
- Formulating a new teacher evaluation

5.0 Future Meetings Schedule

Board Meeting—November 26, 2013 at 5:30—Grace Center Break Room

November Committee Schedule

- Governance to look at board schedule to maybe meet less

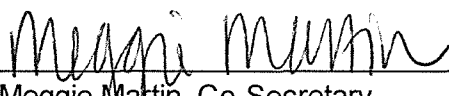
6.0 Information Sharing

7.0 Policies

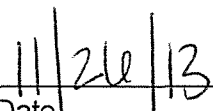
Third Reading: Student Records Security
Motion: To approve the Student Records Security
M/S/P: J. Erikson/K. Wahlstrom/Passed
Second Reading: Crisis Plan

8.0 Adjournment (motion)
Motion: to adjourn the meeting
M/S/P: S. Dean/J. Erikson/Passed

Approved at the November 26, 2013 Meeting of the Board of Directors



Meggie Martin, Co-Secretary



Date