

Fraser Academy Board Meeting Minutes  
July 22, 2014 at 5:30  
Grace Center Break Room  
1534 Sixth Street NE  
Minneapolis, MN 55413

**1.0 Call to Order**

1.1 Roll Call: Wendy Ehlert P Janelle Erickson P  
Terra Hyatt A Meggie Martin P  
Neil Nye A Tina Outlaw P  
Donna Piazza P Susan Scheller P  
Kirk Wahlstrom P  
  
Director Linda Silrum P  
Authorizer Rep. Chris Bentley P A

1.2 Approval of the Order of the Agenda (includes Consent Agenda)  
Motion: to approve the order of the agenda  
M/S/P: J. Erikson/S. Scheller/Passed

**2.0 Information and Communications**

2.1 Director Report

**Consent Agenda Item Notes**

3.4 The Governance Committee reviewed and recommended the renewal of the Director and Officer liability coverage policy with Hanover. The increase in premium was just over \$200 from the 2013-14 premium.

**Enrollment Information 2014-2015; Application Information 2014-15**

	2014-2015	2014-15 waitlist/new applications
Kindergarten	14	
First Grade	13	11
Second Grade	18	12
Third Grade	13	2
Fourth Grade	15	4
Fifth Grade	10	3
Total	83	32

## **Staff**

With the staff additions approved at the July 22, 2014 Board meeting, the Fraser Academy program is fully staffed. The one potential opening may be for a Kindergarten paraprofessional.

Staff who have been working on special projects over the summer or who have just stopped in to say hi all seem eager for the new school year to start.

The office and room relocation has gone smoothly with great support from staff engaged to work on special projects during July.

The writing teams have worked diligently on the writing projects approved for the July break. Accountability Committee will receive and review the products and report on the results as a part of their next Strategic Plan Quarterly Update.

## **Program**

The full-day Kindergarten program will start with two weeks of home and other setting teacher visits and observations. The classes will meet for the first time at Kindergarten Family Night on August 13, 2014 from 4-5:30. The first day of class is August 18 for Kindergarten students.

The school-wide implementation of the Social Thinking Curriculum is set for 2014-15 after a successful pilot during 2013-14.

The Foss Science Kits recommended for purchase are arriving and scheduled for use in the 2014-15 curriculum.

The writing teams are scheduled to complete pilot drafts of:

- the literacy program at Fraser Academy aligned with common core/state standards;
- the literacy portion of the student report card, aligned with the Four Blocks curriculum;
- a common lesson planning template for use school-wide;
- a draft of the personal learning plan for pilot use with literacy in 2014-15.

The 2013-14 analysis of accountability data is well underway for committee review at the August committee meetings. As data is complete and a preliminary analysis made, data appropriate to the committee will be forwarded to the committee chair for discussion at the August meeting.

An overview of data highlights from 2013-14 will be presented at the Annual Meeting on August 26, 2014.

## **Annual Meeting**

Planning for the Annual Meeting is proceeding well. Invitations will be sent to all present and former families, staff and board members on August 1, 2014. Past and present board members have enthusiastically participated in the planning and volunteered to assist in making this a fun and celebratory event.

Grace Center has cooperated in making meeting accommodations available and working with me to identify a prominent place and type of tree for the memorial tree to be dedicated to the memory of Maureen

Flanagan at the conclusion of the Annual Meeting.

### **School Events Calendar**

July 21, 2014 Week	Literacy and Personal Learning Plan Teams
July 28, 2014	Teachers Return for 2014-15 School Year
July 31, 2014 4-6p.m.	Grades 1-5 Open House
August 4, 2014	First Day of School, Grades 1-5
August 13, 2014 4-5:30p.m.	Kindergarten Family Night
August 18, 2014	First Day of School, Kindergarten

#### **2.2 Sponsor/Authorizer Comment**

- No comment

#### **2.3 Public Comment**

- No public

### **3.0 Approval of the Consent Agenda**

Motion: To approve the consent agenda

M/S/P: M. Martin/W. Ehler/Passed

#### **3.1 June 2014 Meeting Minutes**

#### **3.2 Checks and EFT transactions for June 2014**

#### **3.3 Employee Changes:**

Hires: Sabreena Candreva, Brittany Crouse, Amanda Hinds, Bryce Johnson, Jessica Kipper, Roy Mehring, Andrew VanderLeest, Special Education Paraprofessionals

Resignations: None

Status Change: Erin Giebink, Office and Special Education Clerk

#### **3.4 Approval of Renewal on the Director and Officer Liability Coverage for 2014-15**

#### **3.5 Donations for 2014: \$226.41**

#### **3.6 Volunteer Hours for May 2014: 36 hours**

### **4.0 Standing Committee Reports**

#### **4.1 Accountability—Meggie Martin**

Full Day Kindergarten Update

- Classroom moved, ready to set up for the 2014-2015

Curriculum and Assessment Update

- Literacy committee met to look at the student report cards

- Aligning 4 blocks with MN Standards/Common Core

- PLP met to look at personalized learning plans, outcomes, targets and how we saw it working.

#### **4.2 Operations—Kirk Wahlstrom**

Grace Center and Classroom updates for 2014-15

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Approval of Extension of Agreement with Contemporary Transportation for FY14-FY16

Motion: To approve the extension of agreement with Contemporary Transportation

M/S/P: K. Wahlstrom/Passed

4.3 Finance—Janelle Erickson, Treasurer  
June Financials

4.4 Governance—Kirk Wahlstrom  
Election of Officers for 2014-15

Motion: To approve Donna Piazza as 2014-15 Chair

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

Motion: To approve Kirk Wahlstrom as 2014-15 Vice Chair

M/S/P: K. Wahlstrom/W. Ehler/Passed

Motion: To approve Meggie Martin/Susan Scheller as 2014-15 Co-Secretary

M/S/P: K. Wahlstrom/D. Piazza/Passed

Motion: To approve Janelle Erickson as 2014-15 Treasurer

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

Appointment of Committee Chairs and Committee Membership

Review draft of Board calendar for 2014-15

Motion: To accept the Board Calendar as presented.

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

In the revision related to committees, remove "as needed" next to finance.

Annual Meeting Update

- Handout passed out, outlining the Annual Meeting

4.5 Marketing/Communication—Neil Nye  
New School Name Update--Tina Outlaw

- Packets went out to team members

- Calendar about marketing events throughout the year

- Ways to fundraise for the upcoming year

4.6 Personnel and Contracted Services—Tina Outlaw  
Update on Director Search

- 5 Candidates are under review, phone interviews complete

- Board members will be getting a rating checklist of qualities we feel important for the future director to have. Rate according to personal perspective and submit to Donna Piazza for summarizing for August meeting.

Recommendation regarding School Nurse contract with Minnesota Visiting Nurse Association

Motion: To discontinue and conclude the temporary agreement with the MN Visiting Nurse Association after completion of the initial orientation session, Health and

Safety Training session for the 2014-15 school year.

M/S/P: T. Outlaw/K. Wahlstrom/Passed

Approve agreement with Kristen Gerber for School Nurse contract for 2014-15

Motion: To enter into a 2014-15 agreement with Kristen Gerber, MN School and Public Health Nurse to provide School Nurse services to Fraser Academy at a rate of \$38.00 per hour for an average of fifteen (15) hours per school week.

M/S/P: T. Outlaw/W. Ehler/Passed

**5.0** Future Meetings Schedule

Board Meeting—August 26, 2014 at 5:30—Grace Center Gathering Place

Annual Meeting--August 26, 2014 at 6:15---Grace Center Meeting Room

August 2014 Committee Schedule\*

**6.0** Policies

**7.0** Information Sharing

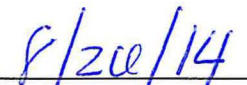
**8.0** Adjournment

Motion: To Adjourn the July 22, 2014 Board meeting

M/S/P: M. Martin/S. Scheller/Passed

Approved at the August 26, 2014 Meeting of the Fraser Academy Board.

  
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Meggie Martin, Co-Secretary

  
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Date