

DRAFT Fraser Academy Board Meeting Minutes
November 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:

Wendy Ehler P
Terra Hyatt P
Neil Nye P
Donna Piazza P
Kirk Wahlstrom A

Janelle Erickson P
Meggie Martin P
Tina Outlaw P
Susan Scheller P

Director Linda Silrum P
Director Chipp Windham P
Authorizer Rep. Chris Bentley P
Finance Manager Jenny Abbs, BKDA
Auditor Matt Mayer, KDV

1.2 Approval of the Order of the Agenda (includes Consent Agenda)

Motion: to approve the November Agenda

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

2.0 Information and Communications

2.1 Recognition of Employees with Ten Year Employment Anniversaries, Noreen Foster, Special Services Coordinator and Diane James, Program Coordinator

2.2 Report on the FY 14 Audited Financial Statements and Communications Letter

2.3 Director Report with welcome for and introduction of new Director

Consent Agenda Item Notes

3.4. and 3.5 The signature cards and authorizations at both banks that the school uses need to be changed to reflect the transition in Directors as of January 1, 2015.

3.6 Reminder that even though Give to the Max Day was successful, the donations approved reflect October, not the present month.

Enrollment Information 2014-2015; Application Information 2015-16

	2014-2015	2014-15 waitlist/new applications
Kindergarten	14	
First Grade	13	11
Second Grade	16	15
Third Grade	13	3 + 1 in process

Fourth Grade	14	3
Fifth Grade	9	3
Total	79	36

+4 for Kindergarten 2015-2016

Staff

The search was successful for the teacher replacement for the grades 3, 4, and 5 pull-out classroom. The new teacher, Erica Kirsch, started work on November 17, 2014 and is a great addition to the staff. Additional paraprofessional needs have been identified to support the current enrollment. Current posting is to fill those needs as well as to respond to recent resignation.

School Committees have all been linked to corresponding Board Committees. The connection goals for this year include:

- communication between the two related committees through the chairs;
- collaborative program planning and budgeting for 2015-16;
- shared projects between the committees as there is time and resources.

An evaluation for the end of the year is planned to further tweak and refine the working relationships. Please keep the item on the Committee agendas to be sure that any communication and/or resource requests are addressed and resolved as timely as possible. Use the Committee agenda item to address concerns or make suggestions to enhance the connections.

The staff provided, prepared and served the November 22, 2014 Community Dinner at Grace Center for approximately 100 people. Menu was a delicious full Thanksgiving meal served from 5:30-7:00.

Facility

New City School moved its sixth through eighth grade program with 40 students into Grace Center classrooms on November 3, 2014. We continue to meet with the Director and Principal to work on scheduling and security details. They have assigned seven staff to work with the students in this building. Grace Center hosted a social time on November 20 for our two staffs to meet and get acquainted.

Legislative

This is an education funding year for the MN Legislature, so there will be much discussion around many educational initiatives. The special education funding issues which Fraser Academy has addressed through interpretation within the MN Department of Education (MDE) Program Finance are being considered for inclusion in the legislative platform of the MN Association of Charter Schools (MACS). The platform will be presented at the December 3, 2014 Annual Meeting of MACS. The Board Chair and School Directors will be attending. Since there is a two month break before the next Board meeting, watch email for further information on the legislative initiatives which may impact Fraser Academy.

Program

The Winter Concert is in the last stages of preparation and promises to be an energetic presentation that showcases fun music associated with Sock Hops and the 50's and 60's. Students, staff and the community enjoy this event as a transition to the Winter Break in addition to a fun summary of learning over the first trimester in Music Class.

School Events Calendar

November 27 & 28	School Closed for Thanksgiving Holiday
December 18, 2014 at 2:00	Winter Concert: Sock Hop!
December 18, 2014 at 3:40	Winter Break Begins
December 22-January 2	School Office open except for holidays
January 2, 2015	Director Transition Complete
January 5, 2015	School Resumes
January 19, 2015	Dr. Martin Luther King, Jr. Day observed

Calendar reminder: No December 2014 Board meeting. Committee meeting calendar adjusted to accommodate holiday schedules. See posting on website calendar.

- 2.4 Sponsor/Authorizer Comment--None
- 2.5 Public Comment--None

3.0 Approval of the Consent Agenda

Motion: to approve the consent agenda

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

- 3.1 October 2014 Meeting Minutes
- 3.2 October 2014 Checks and Wires
- 3.3 Employee Changes:
 - Hires: Erica Kirsch, Special Education Teacher, Nakia Harris, Special Education Paraprofessional
 - Resignations: Emma-Fiona Doh, Special Education Paraprofessional
 - Status Changes: None
- 3.4 Approve Signatory Change at Western Bank to New Director
- 3.5 Approve Signatory Change at TruStone Financial to New Director
- 3.6 Donations for November 2014: 0
- 3.7 Volunteer Hours for November 2014: 40

4.0 Standing Committee Reports

- 4.1 Accountability—Meggie Martin/Susan Scheller, Co-Chairs
 - Fall Learner Outcome Data Summary Presentation
- 4.2 Operations—Wendy Ehler/Terra Hyatt, Co-Chairs
 - Operating Costs Update
 - Approved Grace Center budget
 - \$12,543 overage for GC Facility
 - Added to the working budget
- 4.3 Finance—Janelle Erickson, Treasurer, Chair
 - Approval of the FY14 Audited Financial Statements

Motion: to approve the FY14 financial statements

M/S/P: J. Erickson/N. Nye/Passed

October 2014 Financials*

4.4 Governance—Kirk Wahlstrom, Chair

Approval of Board Candidate Appointments:

Crystal Dobson-Totten, Parent

Motion: To approve the appointment of the Board candidate, Crystal Dobson-Totten, as a parent member of the Board.

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

Erica Weber, Community

Motion: To approve the appointment of the Board candidate, Erica Weber, as a community member of the Board.

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

Approval of the 2013-14 Fraser Academy Annual Report and the Report on the World's Best Work Force

Motion: To approve the 2013-14 Fraser Academy Annual Report and the Report on the World's Best Work Force.

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

Transfer of Authorizer Update

- St. Thomas accepted letter of intent, invite us to apply

Motion: To authorize the Board Chair and Director to move forward with an application for transfer of authorizer to the University of St. Thomas.

M/S/P: N. Nye/T. Hyatt/Passed

Legislative Initiative and Update

- Handout given that identifies the draft form of the MACS 2014 platform issues that relate to Special Education.

4.5 Marketing/Communication—Neil Nye, Chair

School Name Update and Presentation--Wendy Ehlert, Terra Hyatt

- Board will give feedback on name choices by December 15, 2014.

4.6 Personnel and Contracted Services—Tina Outlaw, Chair

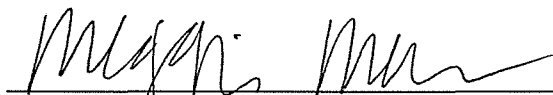
Approval of New Agreement with Retiring Director

Motion: To approve a .6 FTE agreement that has terms consistent with present contract and retirement status with retiring Director for a period starting January 5, 2015 and concluding August 31, 2015.

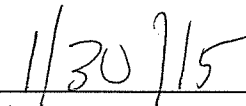
M/S/P: T. Outlaw/T. Hyatt/P

- 5.0** Future Meetings Schedule
Board Meeting—January 27, 2015 at 5:30—Grace Center Break Room
December 2014 Committee Schedule
- Finance committee meetings on the 2nd Tuesday of the month
(December 9th 5:15-6:15)
- 6.0** Policies
Motion to table 2 policies in 3rd reading to January meeting
M/S/P: N. Nye/W. Ehler/Passed
- 6.1 Crisis Policy and Plan--Third Reading
Motion: to approve the Crisis Policy and Plan
M/S/P: N. Nye/S. Scheller/Passed
- 6.2 Family and Medical Leave Policy--Third Reading
Motion: to approve the Family and Medical Leave Policy
M/S/P:
- 6.3 Tobacco Free Environment Policy--Third Reading
Motion: to approve the Tobacco Free Environment Policy
M/S/P:
- 6.4 Bullying Policy--First Reading
- 6.5 Facility Neutrality and Equal Access For Boy Scouts, Title 36 and other
Outside and Community Groups--First Reading
- 6.6 Facility Neutrality and Equal Access For Student Non-Curricular
Groups--First Reading
- 6.7 Religious Accommodation--First Reading
- 7.0** Information Sharing
- 8.0** Adjournment
Motion: to adjourn the November 25th Board meeting
M/S/P: M. Martin/T.H Hyatt/Passed

Minutes Approved at the January 27, 2015 Meeting of the Fraser Academy Board.



Meggie Martin, Co-Secretary



Date