

Fraser Academy Board Meeting Minutes
October 28, 2014 at 5:30
Grace Center Gathering Space
1534 Sixth Street NE
Minneapolis, MN 55413

1.0 Call to Order

1.1 Roll Call: Wendy Ehlert P Janelle Erickson P
Terra Hyatt P Meggie Martin P
Neil Nye P Tina Outlaw P
Donna Piazza 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: To approve the order of the agenda including the consent agenda
M/S/P: J. Erikson/K. Wahlstrom

2.0 Information and Communications

2.1 Director Report

Consent Agenda Item Notes

3.4 The Letters of Assurance on the Consent Agenda have all been reviewed by the appropriate committee of the Board for accuracy and recommendation for approval.

3.7 The Transfer of Authorizer Application to Novations Education Opportunities is under review. A response is anticipated by the end of October (this week). The complete application was shared with all Board members as a Drive folder.

Enrollment Information 2014-2015; Application Information 2015-16

	2014-2015	2014-15 waitlist/new applications
Kindergarten	14	
First Grade	13	11
Second Grade	16	12
Third Grade	13	3 + 1 in process
Fourth Grade	14	3
Fifth Grade	10	3
Total	80	33

+4 for Kindergarten 2015-2016

Staff

The search continues for the teacher replacement for the grades 3, 4, and 5 pull-out classroom. The paraprofessional needs have been met to support the current enrollment. As new students are enrolled, it may be necessary to add support.

The next staff development day is November 7 and will focus on TIES training and practice using the behavior tracking module and the personalized learning plan components. In addition, school committees will have some extended work time.

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.

The staff has agreed to provide, prepare and serve the November 22, 2014 Community Dinner at Grace Center. Menu is the full Thanksgiving meal and will be served from 5:30-7:00. Board members and families are welcome to join in the contributions, preparation, serving and clean up. Sign-ups are on the counter over the mail files in the main office.

Facility

New City School is moving its sixth through eighth grade program with 50 students into Grace Center classrooms on November 3, 2014. We have met with the Director and worked on scheduling and security details. They have assigned seven staff to work with the students who will be in this building. Grace Center is working on a time and event for our two staffs to meet and get acquainted.

Program

The full day Kindergarten program is going well. Staff and students are adjusting to the full day of learning and gradually decreasing the number of rest breaks students need. Teachers appreciate the greater learning time that permits more content teaching time and also practice time for students.

Parent Teacher Conferences went well in September with a high percentage of participation from families. The teachers had prepared and presented for discussion and collaboration the Personalized Learning Plan that the writing team developed this summer. Each student now has a Personalized Learning Plan with target goals identified for accomplishment within this school year. The second set of Parent Teacher Conferences in February will be a check-in on the progress. The outcomes will be incorporated at year end into the Fraser Academy Accountability Plan and learning outcomes measures data.

School Events Calendar

November 3, 2014 Week
November 22, 2014 5:30-7:00
November 27 & 28

New City School moves in to Grace Center
Fraser Academy serves Community Dinner
School Closed for Thanksgiving Holiday

- 2.2 Sponsor/Authorizer Comment
 - No update
- 2.3 Public Comment
 - Leah McNeil (Kindergarten Para) in attendance, no comment

3.0 Approval of the Consent Agenda

Motion: To approve the consent agenda.

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

- 3.1 August 2014 Meeting Minutes
- 3.2 August and September 2014 Checks and Wires
- 3.3 Employee Changes:
 - Hires: Robert Griffin, Ruth Hadfield, Ryan Vaughn, Special Education Paraprofessionals
 - Resignations: Marla Friesen, Special Education Teacher
 - Status Change: None
- 3.4 Approval, Assurance of Compliance for 2014-15
- 3.5 Approval, Charter School Assurances for 2014-15
- 3.6 Approval, Letter of Assurance, Teacher Development and Evaluation, 2014-15
- 3.7 Approval, Application for Transfer of Authorizer to NEO, 9.2014 (shared Drive)
- 3.8 Donations for August and September 2014: \$2008.32/\$446.06
- 3.9 Volunteer Hours for August and September 2014: 110 hours/45 hours

4.0 Standing Committee Reports--Quarter 1 (9.30.2014) Strategic Plan Update clarifications and corrections only for verbal report

- 4.1 Accountability—Meggie Martin/Susan Scheller, Co-Chairs
 - Approval, 2015-16 School Year Calendar

Motion: to approve the 2015-2016 school year calendar

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

- 4.2 Operations—Wendy Ehler/Terra Hyatt, Co-Chairs
 - Operating Costs Update

- 4.3 Finance—Janelle Erickson, Treasurer, Chair
 - Updated June 30, 2014 Preliminary Financials
 - August and September 2014 Financials
 - Approval, General Fund (01) transfer \$833 to Food Service Fund (02)

Motion: To approve general fund transfer of \$833.00 to food service fund

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

- 4.4 Governance—Kirk Wahlstrom, Chair
Transfer of Authorizer Update
- 4.5 Marketing/Communication—Neil Nye, Chair
Give to the Max Update, November 13, 2014
- 4.6 Personnel and Contracted Services—Tina Outlaw, Chair
Proposal for Employees reaching the Ten Year Anniversary of Employment with Fraser Academy

Motion: To provide a one-time check for \$3000 plus an amount to cover taxes as incentive for employees (administration, teachers & paraprofessionals) for 10 years of full time service to Fraser Academy.

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

Succession Plan and Director Search Update and Recommendation

Motion: To approve the succession plan as presented.

M/S/P: T. Outlaw/J. Erikson/Passed

Motion: To approve the offer of employment to Curtis (Chipp) Windham as Director of Fraser Academy as presented.

T. Outlaw/W. Ehler/Passed (unanimous)

- 5.0 Future Meetings Schedule
Board Meeting—November 25, 2014 at 5:30—Grace Center Break Room
November 2014 Committee Schedule--note change of Finance Meeting to November 17, 2014 at 9:00 a.m.

- 6.0 Policies
 - 6.1 Crisis Policy and Plan--Second Reading
 - 6.2 Family and Medical Leave Policy--Second Reading
 - 6.3 Tobacco Free Environment Policy--Second Reading

- 7.0 Information Sharing

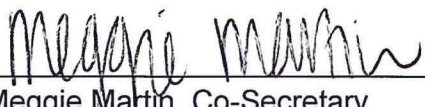
- 8.0 Adjournment

Motion: to adjourn the October 28th Board meeting

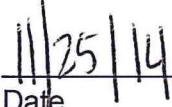
M/S/P: D. Piazza/M. Martin/Passed

Whole Board Training Session with Dan DeBruyn, Associate Director, Minnesota Association of Charter Schools

Reviewed and approved at the November 25, 2014 Meeting of the Fraser Academy Board of Directors.



Meggie Martin, Co-Secretary



Date