



August Board Meeting Minutes for Thursday September 10<sup>th</sup>, 2015

Meeting in progress as of 4:30pm

Attended Members: Becky Juntunen, Martin Lukaszewski, Norman Lynskey, Patrick Dreher, Scott Kringle, Sheila Casey and Andrea Miller.

Other's in attendance: Patty Brostrom, BKDA and Cindy Lavorato joined via phone.

- July 23rd/August 27th Minute Approval
  - Norman Lynskey moves to accept the approval of the July23rd/August 27th minutes. Becky Juntunen seconds motion. Motion carried as all members approved.
  
- Consent of Agenda
  - Patrick Dreher moves to accept the agenda. Scott Kringle seconds motion. Motion carried as all members approved.
  
- Board Positions
  - A. Two new member terms
    - ✓ Per law the board is allowed to appoint new member for remainder of term.
    - Becky Juntunen moves to appoint Andrea Miller to fulfill two year term. Scott Kringle seconds motion. Motion carried as all members approved.
    - Patrick Dreher moves to appoint Martin Lukaszewski to fulfill one year term. Scott Kringle seconds motion. Motion carried as all members approved.
    - ✓ An introduction of all existing and new board members took place.
    - ✓ It was stated that there was an open board position for a parent. Becky informed that she was approached by a parent who has interest. Sheila Casey will reach out to interested party and extend an invitation to next board meeting that will be held September 24<sup>th</sup> 2015.
    - Patrick Dreher moves to extend position on board. Andrea Miller seconds. Motion carried as all members approved.
    - ✓ Vice Chair position open to board. Becky Juntunen volunteered to take position.
    - Scott Kringle motions to accept. Andrea Miller seconds. Motion carried as all members approved.



- Financial Report
  - A. July 2015 Reporting
    - ✓ The unaudited Fund balance at the close of the last fiscal year is projected at \$2242, 807 (6.2% of expenditures).
    - ✓ The Working Budget projects an ending fund balance of \$2,421,997 for this year (7.2% of expenditures).
    - ✓ These Statements are prepared on a Cash Basis, and include preliminary calculations for state and federal aids earned during last year, and do not include all final expenses for the year. These amounts will be calculated based on final enrollment data reported for the school, and final program expenses. All of these amounts will be verified as part of the school's financial audit in October.
    - ✓ Revenues exceeded expenses in all funds by \$2,084,795 as of the end of the month (including an estimate of the state aid holdback amount. Total Revenues are 7.8% of the Working Budget and total Expenditures are 1.7% of the Working Budget.
    - Scott Kringle moves to accepts financials. Norman Lynskey seconds motion. Motion carried as all members approved.
- Legal Issues
  - Scott Kringle motions to close meeting to the public. Patrick Dreher seconds motion. Motion carried as all members approved.
  - ✓ The board closed the meeting, pursuant to Minnesota Statutes section 13D.05subd.3 (b).
- A. CLP Independent Study Program
  - ✓ A request for a pocket file will be claimed on the CLP independent study program for school year 2011 and 2012.
  - Patrick Dreher motions to proceed with the pocket filing. Scott Kringle seconds motion. Motion carried as all members approved.



- B. Advanced Academic's – Ran by Virtual High School up to 2013
  - ✓ Requested to give Patty Brostrom authority work and sign agreement on final escrow account.
    - Scott Kringle motions to give patty Brostrom Authority. Norman Lynskey seconds motion. Motion called as all members approved.
  - ✓ It is also determined that an escrow account will need to be established, by Scott Kringle, patty Brostrom and legal counsel Cindy Lavorato.
    - Patrick Dreher motions to accept. Norman Lynskey seconds motion. Motion carried as all members approved.
    - Patrick Dreher motions to reopen meeting back to the public. Martin Lukaszewski seconds motion. Motion carried as all members approve.
- Superintendent's Report
  - A. MTS Vehicles
    - ✓ Patty Brostrom informed that the title to the MTS van was received.
    - ✓ With consistent issues/financials with the MTS vehicles it was requested to look at buying two new vans.
    - ✓ Patty Brostrom will evaluate vehicle prices and will come back to board with findings at the September 24th board meeting.
  - B. MDE – ALP
    - ✓ Patty Brostrom informed the board that the MDE approved four charter schools the ALP program under the same law we were denied. But MDE stated the charter schools worked under the 287 district umbrella, which was approved.
    - ✓ Patty Brostrom applied for an ALP, with non-acceptance from MDE.
    - ✓ Patty Brostrom will be requesting a data request for applications on the four charter schools that were granted the ALP program.
  - C. MMR Measurements
    - ✓ Reviewed each testing schools scores
    - ✓ PEASE Academy does not participate in the MMR testing as it is required to have 20 plus students. PEASE hold 10 students currently.
    - ✓ Virtual High School and Connections also are not required to participate in the MMR testing as they do not receive title one funding.



- Committee Formation
  - A. Academic Committee
    - ✓ Tami Schultz –Non board member
    - ✓ Becky Juntunen
    - ✓ Dekha Osman
    - ✓ Andrea Miller
  - B. Executive Committee
    - ✓ Scott Kringle
    - ✓ Sheila Casey
    - ✓ Becky Juntunen
  - C. Financial Committee
    - ✓ Scott Kringle
    - ✓ Dekha Osman
    - ✓ Sheila Casey
    - ✓ Patrick Dreher
  - D. Technology Committee
    - ✓ Patrick Dreher
    - ✓ Sheila Casey
    - ✓ Scott Kringle
    - ✓ Martin Lukaszewski
  
- Board Policies
  - ✓ Board members met in July 2015 to review and revise policies.
  - ✓ It was agreed upon that chapters 1 – School Statements and Assurances, 3 – General Administration and 8 – Operations and facilities were accepted.
    - Norman Lynskey moves to accept. Patrick Dreher seconds motion. Motion carried as all members approved.
  - A. Chapter 2 – Governance
    - ✓ All sections accepted, excluding the following:
      - 2.1 – Board Elections and Campaigning
      - 2.3 – Board Committees
    - Scott Kringle motions to approve. Norman Lynskey seconds motion. Motion carried as all members approved.
  - B. Chapter 4 – Human Resources
    - ✓ All sections accepted, excluding the following:
      - 4.5.4 – Employee Conduct/Outside Employment
      - 4.10 – Whistleblower
      - 4.11 – Teacher Evaluation
    - Scott Kringle motions to approve. Norman Lynskey seconds motion. Motion carried as all members approved.



C. Chapter 5 – Students

- ✓ All sections accepted, excluding the following:
  - 5.4 – Student Conduct and Discipline
- Scott Kringle motions to approve. Norman Lynskey seconds motion. Motion carried as all members approved.

D. Chapter 6 - Education Programs and Instruction

- ✓ All sections accepted, excluding the following:
  - 6.1 – Grading System
  - 6.3 – Promotional and Retention (Process for Deciding)
- Scott Kringle motions to approve. Norman Lynskey seconds motion. Motion carried as all members approved.

E. Chapter 7 – Fiscal management and Business Services

- ✓ All sections accepted, excluding the following:
  - 7.1 – Segregation of Duties
  - 7.3 – Handling of Funds.
- Scott Kringle motions to approve. Norman Lynskey seconds motion. Motion carried as all members approved.

After revision of the board policies is made, a reprint and bound will take place and will be provided to each board member and school entity.

- Board meeting time change
  - ✓ It was requested to have the board meeting time changed to start at 4:30pm versus 5:30pm.
  - Norman Lynskey moves to approve time change. Patrick Dreher seconds motion. Motion carried as all board members approved.

Scott Kringle motions to adjourn meeting at 6:37pm. Martin Lukaszweski seconds motion. Motion carried as all board members approve.



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