

Board Meeting Minutes
Regular Meeting
April 8, 2008 – 6:30 p.m.
Seven Hills Classical Academy

CALL TO ORDER: Chair Sue Pearce called the meeting to order at 6:33 p.m.

ROLL CALL: The following board members were present: Julie Ball; Erin Hall; Mary Ann Nelson; Mike Olmstead; Susan Pearce; Johana Sand; Mike Stanchfield; Don Swetala; Executive Director Margaret O'Brien, ExOfficio

The following board members were absent: Sara Eschle; Steve Wendorf

OTHER ATTENDEES: Chris Bewell; Liz Ekholm; Denise Peterson, Friends of Ascension representative; Mark Strandberg; Kerry Tieman, Beacon Prep Board member; Mick Waldspurger, Seven Hills legal counsel

APPROVAL OF MEETING AGENDA: M. Stanchfield moved and D. Swetala seconded to approve the meeting agenda. **Unanimously approved.**

REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: Moved by J. Ball and seconded by J. Sand to approve the February 5, 2008 Board Meeting Minutes. **Motion passed unanimously.** Moved by M. Stanchfield and seconded by D. Swetala to approve the March 4, 2008 Board Meeting Minutes. **Motion passed unanimously.**

MONTHLY FINANCE REPORT, Mike Stanchfield, Committee Chair

60% of the school year is complete. Revenue and expenses are where they should be at this time. Cash flow projection for end of year cash balance of \$104,000
Possible line of credit needed for next fiscal year July/August/September

DISCUSSION with Mick Walspurger regarding Beacon Prep collaboration

Recommendations for contracts. Decide if individuals are employees of two entities or one and spread expenses for salary/benefits/insurance/office space etc. Be as transparent as possible. Keep funds separate.

Individual employees do not need to log times – professional employees will work to get the job done. Each school will monitor and evaluate own employees and have formal employee agreements of same nature.

Aggregate expenses can be lumped together and percentages determined for each school.

Board chair, S. Pearce asked M. Stanchfield and M. O'Brien to look at these needs.

Global aggregate agreement for space/furnishings/transportation/staffing etc. can be arranged. When should this begin? Global cooperative agreement on how to co-exist should start now and have in place by July 1, 2008.

Do not press merger too quickly. Have some bench marks to evaluate.

Keep sponsor and MDE in the loop and be as transparent as possible.

Board chair asked Margaret O'Brien to recuse herself from the meeting.

Director contract is an at will contract. Time commitment etc. can be resolved. Evaluate on the basis of Seven Hills. One Director for both schools does not pose a conflict of interest between the two Boards.

Discussion about board members serving on two boards when contracting with each other.

Lease agreements – Set up agreement with Cedar Valley Church from both school boards so lease aid can be obtained for both schools. Do not want to have a sublease for that would cause a loss of lease aid.

Margaret O'Brien returned to the meeting.

BOARD ACTION ITEMS

- A. Approval of 2008-2009 school calendar. MOTION** to approve the school calendar as submitted at the March 4, 2008 meeting was **moved by J. Sand, seconded by M. Olmstead – unanimously passed.**
- B. Appointment of Facilities Committee. MOTION** that Don Swetala and Steve Wendorf be appointed to serve as co-chairs of the Facilities Committee was **moved by M. Stanchfield, seconded by M. Nelson – unanimously passed.**
- C. Resolution for School Board Training, Evaluation and Development was moved by M. Olmstead, seconded by J. Sand.** Discussion regarding the pros and cons. **MOTION by M. Nelson, seconded by M. Stanchfield to table until next meeting – unanimously passed.**

REPORTS

Executive Director's Report, Margaret O'Brien

See report handout.

Academic programming – Julie Ball reported

- Curriculum Committee looking at the 600's policies and 104.
- Library selection
- Curriculum review & remediation
- Q Comp review – April 9th
- Classroom walk throughs on Differentiation April 16th
- Spring Club Classics started today

Employee/Teacher contracts for 08-09 will issued by May 15th after final evaluations following Board approval at next Board Meeting

100% Parent response to conferences – reports cards were given to parents at conferences – no report cards were sent home with students

Employee EEOC complaint answer has been filed and being worked on with Mick Walspurger. Expected to go away. May be looking at need to budget something for this area in the future.

Board Chair Report, Sue Pearce

1. Strategic Plan – Board chair will update with D. Swetala and send the updated working plan out to the Board
2. Year-end survey. Board chair and Director working on this. Will present at May meeting.
3. Get supporting documents to Board chair one week in advance of meetings.
4. Fundraising Committee – need another member
5. Town Hall Meeting – April 10th – be prepared to talk about your Board area
6. June retreat date – will e-mail out reminder to Board members to submit the Saturdays in June that you can not participate in a retreat from 9-12.

Margaret O'Brien mentioned that the Friends of Ascension contract is up for renewal. She will check on it.

Facilities Committee, Don Swetala

Hoping to get together with Cedar Valley Church this week. Looking at several options. Big push to get CVC to decide what they will do regarding expansion by the end of this school year.

Finance Committee, Mike Stanchfield

Will meet next month about next year's budget.

Governance Committee, Mary Ann Nelson

Next month they will have a list of all policies with recommendations. Nearly complete.

Policy 104 – Curriculum Committee presentation of their version of the policy compared to the Governance Committee. Discussion.

Margaret O'Brien requests the Governance and Curriculum Committees meet jointly one more time to put forth the best policy.

Mary Ann Nelson doesn't think this is the way to go about it. She doesn't want to rehash the documents with the Curriculum Committee.

Don Swetala requests that the mission and vision statements be compared to the policies.

Sue Pearce, Board Chair suggest taking ½ hour next meeting to have the Board look at the policy.

Mike Stanchfield suggests that teachers get an opportunity to look at the document before the next meeting and give input to Board members for the next meeting.

Send both documents along with the Strategic Plan, Mission & Vision Statements to Board and Staff for input.

Election & Nominating Committee, Liz Ekholm

Election information packet sent home with each student. Voting information and absentee ballot procedures were explained.

Request a change of next Board Meeting date to May 13th to coincide with election day.

MOTION made by M. Stanchfield, seconded by J. Sand to set the number of directors on the School Board at nine – unanimously passed.

MOTION made by M. Stanchfield, seconded by E. Hall to change the May Board meeting to May 13th and the Board Election date to May 13th – unanimously passed.

MOTION made by M. Stanchfield, seconded by M. Olmstead to approve the election documents as presented – unanimously passed.

MOTION to adjourn made by M. Stanchfield, seconded by M. Nelson – unanimously passed.
Meeting adjourned at 9:40 p.m.

Next Regular Board Meeting, Tuesday, May 13, 2008

Governance Committee Meeting, Thursday, May 8, 2008 – 9:00 a.m.

Submitted by Chris Bewell, Administrative Assistant
Approve May 13, 2008