

Board Meeting Minutes
Regular Meeting
January 6, 2009 – 6:30 p.m.
Seven Hills Classical Academy

CALL TO ORDER: Chair Sue Pearce called the meeting to order at 6:35 p.m.

ROLL CALL: The following board members were present: Julie Ball; Tracy Benson; Sara Eschle; Erin Day; Mike Olmstead; Sue Pearce, Board Chair; John Rimstad; Mike Stanchfield; Executive Director Margaret O'Brien, ExOfficio

ABSENT: Don Swetala

OTHER ATTENDEES: Chris Bewell, Liz Ekholm, Dennis Hoogeveen, Leisa Irwin, Sunshine Pearson

MOTION made by M. Olmstead and seconded by T. Benson to approve the Agenda with the addition of the Parent Connection Report and authorization of a line of credit under action items.
Motion passed unanimously.

MOTION made by T. Benson and seconded by S. Eschle to approve the December 9, 2008 Board Meeting Minutes as presented. **Motion passed unanimously.**

COMMENTS FROM COMMUNITY MEMBERS – No comments at this time.

PRESENTATION OF AUDIT, Dennis Hoogeveen, Larson & Allen

Larson & Allen works with 65 schools. A strength is their experience with Charter School Audits. They have issued a clean audit and they have given the necessary information to MDE and our sponsor by the required deadline.

This was a single audit – legal compliance audit. We are one of very few charter schools that has nothing to disclose on their audit.

MONTHLY FINANCE REPORT, Leisa Irwin

The following items were distributed:

- Cash Flow Analysis/Projection FY 2009
- Income/Expense Statement

Lease Aid has not been received. Cedar Valley Church signed the lease very late which was after the September 30th deadline for MDE to begin allocating lease aid funds to us by the end of October. Leisa has been in conversation with MDE and is hopeful that we will soon begin receiving funds. In the event that lease aid does not begin soon it is recommended that we request a short term loan up to \$225,000 to be paid back by October when the hold back funds are received.

State Revenues will be behind in Special Education until the end of the year hold back funds are received.

We are right on track with our expenses.

BOARD ACTION ITEMS

- A. MOTION made by M. Olmstead and seconded by M. Stanchfield** to approve the amended Policy 304, Executive Director contract, as presented. **Motion passed unanimously.**
- B. MOTION made by M. Olmstead and seconded by M. Stanchfield** to approve the revised Policy 310, Executive Director Succession Plan, as presented. **Motion passed unanimously.**
- C. MOTION made by M. Olmstead and seconded by J. Rimstad** to approve the revised 2008-2009 budget as presented.. **Motion passed unanimously.**
- D. Motion made by M. Olmstead and seconded by J. Ball** to approve the authorization of a line of credit for a short term loan. **Motion passed unanimously.**

REPORTS

Executive Director's Report, Margaret O'Brien

See handout for details.

Friends of Ascension Award application highlights were presented.

Julie Ball reported on what students are covering at each grade level.

NWEA winter assessment begins next week.

MCA testing is all on line this year. Last year only 5th grade science was on line.

Erin Day gave the Q Comp report.

Margaret has finished the non-licensed staff evaluations. It is unique to have the buy in from the entire staff – all willing to work hard and set goals with students. It is a pleasure to work with such a dedicated staff.

Seven Hills enrollment is at 340. Beacon Prep is at 31.

Board Chair's Report, Sue Pearce.

Quarterly report is coming up. Committee reports are due on Thursday, January 15th.

Governance Training will be conducted on Saturday, January 31st from 9:00-12:00 noon.

Facilities Committee

Margaret O'Brien gave the following report.

Met with Ray Miller who has been hired to do the buildout for CVC. Margaret O'Brien, Julie Ball, Don Swetala, Leisa Irwin and Liz Ekholm were in attendance along with CVC staff. Seven Hills needs were shared with him. There is no doubt that the build out is going forward. Pastor Strandquist wants it to go forward so the church is taking it seriously. They are looking at who uses the building and what are the community needs. There should be a more definitive answer by the end of January.

Finance Committee, John Rimstad

See Financial Report

Governance Committee, Erin Day

No report

Public Relations Committee, Sara Eschle

School tours are going well.

Strategic Planning Committee, Don Swetala

No report.

PUBLIC COMMENTS

Parent Connection, Liz Ekholm

Davanni's Dinner Out Night – January 12th

Library Grand Opening – January 29th This will include a book fair, student art work, library visit.

Upcoming fundraisers – Cookie Dough Sales & Carnival.

Tracy Benson would like the Board to consider full day kindergarten for the future and maybe a headstart program.

At this time we need to keep focused on the programs we have considering the challenges of limited space available to us.

MOTION made by M. Olmstead and seconded by J. Rimstad to adjourn. Motion passed unanimously. Meeting adjourned at 8:03 p.m.

Next Regular Board Meeting, Tuesday, February 3, 2009 at 6:30 p.m

Submitted by Chris Bewell, Administrative Assistant

Approved 2/3/2009