

Board Meeting Minutes
Regular Meeting
March 10, 2009 – 6:30 p.m.
Seven Hills Classical Academy

CALL TO ORDER: Chair Sue Pearce called the meeting to order at 6:34 p.m.

ROLL CALL: The following board members were present: Julie Ball; Tracy Benson; Erin Day; Sara Eschle; 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, Krista Hong, Leisa Irwin, Ray Miller

MOTION made by J. Ball and seconded by M. Olmstead to approve the Agenda with the addition of a request to move to a closed session to discuss a personnel allegation after the Board Reports. **Motion passed unanimously.**

MOTION made by M. Olmstead and seconded by E. Day to approve the February 3, 2009 Board Meeting Minutes with the following additions to the Director's Report: Seven Hills was also one of only 3 charter schools to receive the Minnesota Academic Excellence Foundation Award and the Facilities Committee will explore the use of portable classrooms to start school on time in September. **Motion passed unanimously.**

CVC EXPANSION PLANS, Ray Miller

The building expansion plans were presented by Ray Miller, project manager
Neighborhood meeting scheduled for 3/19/09 to share the building plans with the community.
A plan will be created to have temporary space for school to start in September.

COMMENTS FROM COMMUNITY MEMBERS

A parent remarked that she loves the way the school is being run.

MONTHLY FINANCE REPORT, Leisa Irwin

We are at 50% of our budget spending which is right on track.
\$240,000 in lease aide came in just in time so we did not need to take out a loan.
We will have a 7% fund balance at the end of the year. This is quite good for a charter school in the 3rd year of operation.
We have received exactly what we have projected for MDE funds for 08-09.
We are in a good place to meet our budget goals.
FY10 Budget Draft was distributed. Three possible scenarios for next year were presented.

BOARD ACTION ITEMS

- A. MOTION made by M. Olmstead and seconded by T. Benson** to approve the 2009 Parent Survey document as circulated.. **Motion passed unanimously.**
- B. MOTION made by E. Day and seconded by M. Olmstead** to approve the 2009 Faculty Appraisal survey as circulated. **Motion passed unanimously.**

C. MOTION made by M. Olmstead and seconded by S. Eschle to approve the amended Policy 709 as circulated. **Motion passed unanimously.**

REPORTS

Executive Director's Report, Margaret O'Brien

See handout for details.

We are fully enrolled for next year with 276 students. We have a wait list in all grades. 98% of our students indicate they will return next year.

Julie Ball presented curriculum information.

- Classroom learning activities were shared.
- MCA test preparation is beginning. Student testing will begin the week of April 12th.
- Curriculum Committee talked about having an internet use sign-off for the student handbook next year.
- Literacy Night, Monday, March 2nd was an excellent event.
- Enrichment –Kids Club sign-up for spring session.

Margaret would like the Board to consider authorizing the expense to pay a professional to assist in the lease aide application making sure our facility is the best space for our school in this community. Consider this at the April meeting.

Merger report – A statement of research on the topic was presented. This subject will be revisited at a later date. Our sponsor requests that we keep focused on our mission.

Board Chair's Report, Sue Pearce.

Don Swetala submitted his resignation due to health issues. We will be looking to appoint someone to fill his spot on the Board. We will need someone to assist on the Facilities Committee.

Town Meeting – Thursday, April 23rd

Mission Statement – it has been suggested that we might want to qualify that we are a public school in our mission statement. Should we consider a possible change or addition?

Strategic Plan quarterly review – policy was handed out for review. Consider changing to 3 times per year.

Executive Director Evaluation process – adjust the rubric for evaluation before the end of year student test results are available

- NWEA target growth is met by 50% of students
- 60% of students at or above a mean or
- 60% of students are halfway to their growth

MOTION made by M. Stanchfield and seconded by E. Day to approve 60% of students are half-way to their target growth as the adjusted rubric for the Executive Director evaluation process.

Motion passed unanimously.

Committee chairs make sure to post your meeting dates.

Facilities Committee

Ray Miller reported earlier in the meeting about the building expansion. We need assistance on this committee.

Finance Committee, John Rimstad

We are looking for guidance from MDE to finalize budget. We need to wait patiently for stimulus package information. Leisa is gathering information on salary comparisons. Margaret has a rubric for negotiating staff contracts. She will place the terms in contracts for 5% fund cuts. They are considering a multi-year contract for the Director. They are comfortable with a 2 or 3 year contract term.

Governance Committee, Erin Day

Board Performance handout
Set up new Board training earlier, possibly June or July, for new Board members.

Nominating Committee

May 5th Elections
Nominations close on Friday, May 13th

Public Relations Committee, Sara Eschle

School tours have been great.

MOTION made by M. Stanchfield and seconded by J. Ball to move to a closed session. Motion passed unanimously.

CLOSED SESSION

The board then voted to go into closed session to evaluate an allegation made against an employee of the school. The board asked that Chris Bewell, Leisa Irwin, and Margaret O'Brien attend the closed session. The board engaged in an extensive discussion of the facts relating to the allegation. In addition, Sue Pearce reported to the board the advice she had received from the school's legal counsel earlier in the day. After all of the directors' questions had been answered, the board determined that the allegation was unfounded and that no action need be taken in response to it.

MOTION made by M. Stanchfield and seconded by E. Day to adjourn. Motion passed unanimously. Meeting adjourned at 9:15 p.m.

Next Regular Board Meeting, Tuesday, April 7, 2009 at 6:30 p.m

Submitted by Chris Bewell, Administrative Assistant
Approved 4/7/09