**School Board Meeting Agenda**

**Tuesday, February 20, 2018**

**5:00 pm**

**AAHS Classroom 121**

Present: \_\_ Amy Charpentier, \_\_ ~~Courtney Finn~~, \_\_ Jill Heroff, \_\_ Josh MacLachlan, \_\_Linnea Morgen, \_\_Andrew Ng, \_\_ Dean Walczak (ex-officio), \_\_ Ty Cody (ex-officio)

**Agenda**

1. Call To Order
	1. Amy Charpentier calls the meeting to order at 5:00 p.m.
2. Approval of February 2018 Agenda and January 2018 Minutes
	1. Andrew Ng moves to approve the February 2018 Agenda with an edit. Amy Charpentier seconds. Unanimous.
		1. Move Strategic Item 7c to Action Item 8d
	2. Josh MacLachlan moves to approve the January 2018 Minutes. Andrew Ng seconds. Unanimous.
3. Public Comments
	1. Rhianon Sargent from Audubon present to deliver an update on the renewal process.
		1. Earned less than 50% of points available on the academic evaluation, which qualifies AAHS as a candidate for non-renewal
		2. Unofficially, a 3-year probationary contract with clear benchmarks is being considered.
			1. Benchmarks could include:
				1. FY19, academic evaluation will not fall below 50%, or the school will close
				2. FY20, academic evaluation will not fall below 50%, or the school will close
		3. Board will have to take on a stronger roll:
			1. Understand its responsibility
			2. Establish clear expectations
			3. Establish strategic plan
			4. Maintain checks and balances
			5. Observation: No academic goals discussed at a Board meeting in two years
	2. Community members present to learn more about the school & the role of board members.
		1. Rachael McNamara
		2. Katie Siewert
		3. Deah Ehalt
4. Financial Report – Dean Walczak & Josh MacLachlan
	1. Josh McLachlan motions to approve the February 2018 Financial Report. Amy Charpentier seconds. Unanimous.
		1. 58% YTD
		2. Expenses; 60% ($911,607)
			1. Federal funds - 128%
				1. Initially budgeted low, needs adjustments
			2. Student Support Transport - 113%
				1. Included Special Education Transportation - 3 new vans purchased. Spending upfront, but reimbursable next year
		3. Revenue; 48% ($745,751; Including reimbursement from FY16, $926,982)
			1. State Special Education - 18%
		4. Cash Flow
			1. On hand (Beginning) - $265,000
			2. Received - $118,000 received
			3. Spent - $128,000 spent
			4. On hand (End) - $255,000
		5. Amy Charpentier moves to approve the February 2018 Disbursements. Andrew Ng seconds. Unanimous.
			1. Two missing purchase orders
			2. Two checks missing
				1. 1613 & 1616 - possible voids or have not yet cleared
5. TPS Report – Ty Cody
	1. ADM = 103; Enrollment = 101/105, waitlist of 10
		1. Four students begin next week, bringing us back to 105
	2. Audubon
		1. Feedback given for Reauthorization Application; few corrections/updates needed
	3. Block 5 → Theme: Technology
		1. Exhibition this upcoming Friday, February 23rd
		2. Block 6 begins on Monday
	4. Experiential Days
		1. Block 5 was cancelled due to the Severe Weather Cancellations
		2. March 2nd Experiential Day
			1. Honeywell
			2. UWRF Farm
			3. Science Museum
			4. Robotics @ School
	5. Staff have been trained on overnight trips expectations & procedures
	6. Parent-Teacher Conferences were January 25th. 52% individual households were contacted surpassing our goal of 50%.
	7. MAAP STARS
		1. February 28th is Legislative Day
		2. Regional competition coming up
		3. State competition is in the spring
	8. MAAP Conference (Feb 7 - 9)
		1. 9/10 TPS members attended
	9. Long-term Language Arts Substitute hired for the remainder of the 2017-18 SY
	10. Contract renewals will go out around Spring Break (Last week of March)
6. Student Data – Andrew Ng & Josh MacLachlan
	1. Academic Data
		1. NWEA - Student Reading levels
			1. 22 students with low reading scores enrolled in class to focus on remedial skills
			2. MCA coming up soon
	2. EE Data
		1. Installed scales at waste station
		2. Student-designed project: Milk carton garden grant
		3. Teachers watching waste disposal; no corrections needed at today’s lunch
		4. Goals changing - 5 goals
			1. Awareness
			2. Knowledge
			3. Skills
			4. Attitudes
			5. Participation
7. Strategic Items
	1. AAHS Collaborative Evaluation
		1. The following committees or individuals will be responsible for gathering, reviewing, and presenting data to the AAHS School Board, as available and/or requested.

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| **INSTRUCTION & ASSESSMENT** | **TPS/Committee/Individual Responsible** |
| MDE Designation: reported, compliance  | Administrative Manager (Shoua)  |
| Authorizer Goals: reported, met | TPS Committee |
| Test Data: align data, used to plan, reports | Testing & Enrollment Committee  |
| Behavioral Data: reports, goals met | Behavior Lead (Sam) |
| Special Programs: review, compliance  | SPED Department & Curriculum Committee  |

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| **HUMAN RESOURCE & PERSONNEL MANAGEMENT** | **TPS/Committee/Individual Responsible** |
| Staff Retention/Dismissals | Personnel Committee |
| PD/PLC/LPlans | TPS Committee/PLC’s |
| Staff Development Goals: completion  | TPS Committees/PLC’s |
| Successful Recruitment  | Personnel Committee |
| Staff Evaluations: how many, used for growth | TPS Committees/PLC’s |
| Knowledge of Policies and Laws | TPS Committee |
| Licensure: types | Administrative Manager (Shoua) |
| STAR Reports: accurate, timely  | Administrative Manager (Shoua) |

* + 1. Sending to TPS
			1. Legal and Management Compliance
			2. Board, Authorizer and Community Relationships
	1. Annual Board Training
		1. Dates that do not work: March 21st-28th
	2. Courtney Finn’s Resignation
		1. Emailed resignation on January 24th to all School Board members
1. Action Items
	1. Policy: Children At The Workplace
		1. Josh Maclachlan motions to approve the AAHS Policy: Children At The Workplace to include the following. Amy Charpentier seconds. Unanimous.
			1. A. No children, step children, or foster children of any employee are allowed during all instructional work time, when students are present.
			2. B. Employee are allowed to bring their children, step children, or foster children to work during non-instructional work time, when no students are present.
	2. Policy: Salary Lane Changes Policy
		1. Linnea Morgen motion to approve AAHS Policy: Salary Lane Changes to include the following. Josh MacLachlan seconds. Unanimous.
			1. A. An eligible employee's salary lane may only be changed prior to the approval of the school's annual budget, for the following school year, upon receipt of documentation pertaining to a change in degree to the school's Personnel Committee.
	3. Policy: PTO Hours/Days for 10+ Year Employees
		1. Amy Charpentier moves to approve the AAHS Policy: PTO Hours/Days for 10+ Year Employees to the following. Jill Heroff seconds. Unanimous.
			1. Amending the current grid, 7-10 years, to state 7+ years.
	4. Potential Board Members
		1. Josh MacLachlan motions to seat Katie Siewert as a Community Board Member. Amy Charpentier seconds. Unanimous.
		2. Josh MacLachlan moves to seat Rachael McNamara as a Community Board Member. Amy Charpentier seconds. Unanimous.
2. Adjourn
	1. Amy Charpentier moves to adjourn at 6:41 p.m. Adjourned.