

School Board Meeting Agenda  
Tuesday, September 22, 2020  
5:00 pm  
Conducted Remotely Via Google Hangouts Meeting  
Rescheduled from 9/15/2020 due to lack of quorum

**Board Members Present Remotely** Josh MacLachlan, Amy Charpentier, David Massey, Tennille Warren, Katie Siewert

**Others Present:** Nate Winter - CLA (Ex Officio), AAHS TPS Representatives: Stephanie Bade

**Absent:** Rachael McNamara

**Agenda**

**1. Call to Order:**

- a. Amy Charpentier Calls meeting to order at 5:02PM

**2. Conflict of Interest Check:**

- a. None to report.

**3. Approval of September 22, 2020 Agenda:**

- a. Josh MacLachlan motions to approve the September 22, 2020 agenda with the addition of the “Osprey Wilds FY21 Authorizing Activities” document to the board packet and addition of item 10c:Board Approval of IOwA status for Sam Kvilhaug, Amy Charpentier seconds.
- b. Discussion:
  - i. Date on agenda document should be changed from “August 17” to “September 22” and should acknowledge rescheduling of meeting
- c. Motion passes with following votes:
  - i. Josh MacLachlan - Aye
  - ii. Tenille Warren - Aye
  - iii. David Massey - Aye
  - iv. Katie Siewert - Aye
  - v. Amy Charpentier - Aye

**4. Approval of August 17, 2020 Minutes:**

- a. Katie Siewert motions to approve the August 17, 2020 Minutes, Tenille Warren seconds.
- b. Discussion:
  - i. No changes to note
- c. Motion passes with following votes:
  - i. Josh MacLachlan - Aye
  - ii. Tenille Warren - Aye

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- iii. Katie Siewert - Aye
- iv. David Massey - Aye
- v. Amy Charpentier - Aye

**5. Public Comments:**

- a. No Public Comments

**6. Financial Report: (Josh MacLachlan - Treasurer, Nate Winter - CLA)**

- a. Review of FY20 ADM report & June 2020 Preliminary Financial Report
  - i. These reports will not be ready for approval until after October 1 audit
  - ii. Will be ready for approval at November board meeting
- b. **Approval of August 2020 Financial Report**
  - i. Josh MacLachlan motions to approve August 2020 financial report, Katie Siewert seconds.
  - ii. Discussion:
    - 1. 17% through year
    - 2. Budgeted ADM of 99. Current enrollment/ADM at 92.
      - o Budget revisions may begin after October 1
    - 3. Cash at end of August: \$304k
      - o This is an increase of \$139K from prior month
    - 4. Current receivables: \$90K
      - o Last year state owed school \$177K
    - 5. Current Estimated Fund Balance: \$351,878 which is %
    - 6. COVID funding updates
      - o CARES Act - \$16K
      - o CRF - Approved, School will receive \$26K in additional funds
  - iii. Motion passes with following votes:
    - 1. Josh MacLachlan - Aye
    - 2. Tenille Warren - Aye
    - 3. Katie Siewert - Aye
    - 4. Amy Charpentier - Aye
    - 5. David Massey - Aye
- c. **Approval of July 2020 Disbursements**
  - i. Josh MacLachlan motions to approve August 2020 disbursements, Tenille Warren seconds.
  - ii. Discussion:
    - 1. Nothing to note
  - iii. Motion passes with following votes:
    - 1. Josh MacLachlan - Aye
    - 2. Tenille Warren - Aye
    - 3. Katie Siewert - Aye
    - 4. David Massey - Aye
    - 5. Amy Charpentier - Aye

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**7. Ex Officio Report: (Stephanie Bade)**

- a. TPS is using a new ex officio report template. Easier to follow.
- b. Committee updates:
  - i. TPS: Updated models 2-4 in roadmap and posted on website
  - ii. Behavior: at a standstill due to virtual learning
  - iii. Finance: May need to adjust budget based on enrollment
  - iv. Nutrition: Vending machines have arrived
  - v. Marketing: Sent out postcards to post enrollment
  - vi. Increase in enrollment past 2 years:
    - 1. FY19 started at 80
    - 2. FY20 started at 85
    - 3. FY21 starts at 92
  - vii. Curriculum
    - 1. Personalized growth plans completed, data being disaggregated
  - viii. SpEd
    - 1. 4 new students with IEPs
  - ix. Restorative Practices
    - 1. Anti-racist training with Erika Jones scheduled for 9/25 & 10/2 @ 1pm for all staff.
  - x. Tiger Team:
    - 1. Plan to cycle newer staff into leadership roles by bringing on to Tiger Team one at a time each year.
    - 2. Changes
      - Julie Peterson off tiger team: will focus on ad hoc projects (example: lease negotiations)
      - Ryan Bauer cycled into Tiger Team.

**8. Student Data Report – Katie Siewert**

- a. Updated post secondary readiness data was sent. Katie has not had time to update dashboard.
- b. TPS has and is using preliminary math and reading probe data. Will update with data relevant to Section G of contract at end of Quarter 1
- c. School pursuing NWEA testing remotely. Process is complex. TPS will have updates at next board meeting.

**9. Strategic Items**

- a. Updates on Virtual Learning Roadmap
  - i. Board would like update of attendance rates in ex officio report
- b. Board Training from [mncharterboard.com](http://mncharterboard.com)
  - i. Adopt Required Reports #1: WBWF Strategic Plan
    - 1. Several board members not done
    - 2. Will review this training at October board meeting

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- ii. Adopt Required Reports #2: WBWF Summary Report
  - 1. Several board members not done
  - 2. Will review this training at October board meeting
- iii. October Trainings:
  - 1. Adopt Required Reports #3 Annual Report
  - 2. Conduct a Board Election
- c. PSEO Contracting Proposal - Third Reading
  - i. Final edits still needed
  - ii. Proposal will not be added as an action item until edits are finalized.
- d. Review of Authorizing Update Email from Osprey Wilds
  - i. Key Changes to OW Oversight Activities for FY21:
    - 1. Board meeting attendance will remain virtual
    - 2. Site visits also virtual
    - 3. How and what data will be referenced/collected for FY20 and FY21
  - ii. Several oversight activities and feedback and evaluation modes will remain the same including review of board meeting documents, Epicenter task completion, and site visit feedback letters.
  - iii. Document outlines detailed updates for changes to school responsibilities.

**10. Action Items**

- a. Approval of Policy 512 - Student Educational Data Policy - Tabled from August Meeting
  - i. Josh motions to table Policy 512 - Student Educational Data Policy until updates are received from TPS, Katie seconds.
  - ii. Discussion:
    - 1. TPS is making requested updates
    - 2. Requested updates have not yet been finished
  - iii. Motion passes with following votes:
    - 1. Josh MacLachlan - Aye
    - 2. Tenille Warren - Aye
    - 3. Katie Siewert - Aye
    - 4. David Massey - Aye
    - 5. Amy Charpentier - Aye
- b. Approval Policy 513 - Protection and Privacy of Student Records - Tabled from August Meeting
  - i. Josh motions to table 513 - Protection and Privacy of Student Records until requested updates are received from TPS, Katie Siewert seconds.
  - ii. Discussion:
    - 1. TPS is making requested updates
    - 2. Requested updates have not yet been finished
  - iii. Motion passes with following votes:

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1. Josh MacLachlan - Aye
  2. Tenille Warren - Aye
  3. Katie Siewert - Aye
  4. David Massey - Aye
  5. Amy Charpentier - Aye
- c. Approval of IOwA status for Sam Kvilhaug
- i. Josh Motions to approve Sam Kvilhaug as IOwA for Academic Arts High School - David Massey seconds
  - ii. Discussion:
    1. Sam has had IOwA authority for past 4 years
    2. MDE has recently locked her account citing the need for board approval of her status as IOwA
    3. Sam's IOwA status needs to be reinstated ASAP so that she can finalize approvals in EDIAM
  - iii. Motion passes with following votes:
    1. Josh MacLachlan - Aye
    2. Tenille Warren - Aye
    3. Katie Siewert - Aye
    4. David Massey - Aye
    5. Amy Charpentier - Aye

**11. Adjourn**

- a. Katie Siewert motions to adjourn at 5:48pm