

## Academic Arts High School School Board Meeting Agenda

Tuesday, May 17, 2022 | 5:00 pm | Academic Arts High School Room 123  
*Participation Remotely Via Google Hangouts Meeting*

**Board Members Present:** Josh MacLachlan

**Board Members Present Remotely:** Tenille Warren, Rachael McNamara, David Gunderman, Christy Dickinson, David Massey

**Others Present:** Nate Winter - CLA (Ex Officio, Remotely), AAHS TPS Representatives: Stephanie Lonetti (Ex Officio, Remotely), Nalani McCutcheon (Osprey Wilds, Remotely)

**Absent:**

### Agenda

1. **Call to Order:** Josh MacLachlan calls this meeting to order at 5:01 pm.
2. **Conflict of Interest Check:**
  - a. None to note
3. **Approval of May 17, 2022 Agenda:**
  - a. Christy Dickinson motions to approve the May 17, 2022 agenda. Tenille Warren seconds.
  - b. Discussion:
    - i. Josh suggests to seat Brenda Johnson
    - ii. Change “March 2022” to “April 2022 Financial Report”
  - c. Christy Dickinson rescinds motion and motions to approve agenda with addition of item 10a. seating of Brend Johnson to the school
  - d. Discussion:
  - e. Motion passes with following votes:
    - i. Josh MacLachlan - Aye
    - ii. Tenille Warren - Aye
    - iii. Rachael McNamara - Aye
    - iv. Christy Dickinson - Aye
    - v. Rachael McNamara - Aye

#### **4. Approval of April 19, 2022 Minutes:**

- a. David Massey motions to approve the April 19, 2022 minutes. Josh Maclachlan seconds.
- b. Discussion:
  - i. No further discussion
- c. Motion passes with following votes:
  - i. Josh MacLachlan - Aye
  - ii. Tenille Warren - Aye
  - iii. Rachael McNamara - Aye
  - iv. Christy Dickinson - Aye
  - v. David Massey - Aye

#### **5. Public Comments:**

- a. Brenda Johnson has joined the board meeting:
  - i. Lives in West Saint Paul. Daughter went to South Saint Paul. Was second class of School (2006). Used to be on this school's board when the school was called "River Heights Charter School". Connected with Bill Zimneiwitcs, school's original director, and was part of team to start the charter. Wants to join the board.

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

- a. **Approval of April 2022 financial report**
  - i. Josh MacLachlan motions to approve the April 2022 financial report. David Massey seconds.
  - ii. Discussion:

1. ADM
  - a. Current Approved Revised Budget: 112
    - i. Revised from 98 in April meeting
  - b. Current School enrollment: 117
  - c. Current Average ADM: 111.67
  - d. ADM Variance: 5
2. 83% of way through year:
  - a. Revenues at 82% of budget
    - i. Includes homebook credit (double charged)
  - b. Expenditures at 79% of budget
3. Cash on hand at the end of January was \$346K, \$6K decrease from prior month.

iii. Motion passes with following votes:

1. Josh MacLachlan - Aye
2. Tenille Warren - Aye
3. Rachael McNamara - Aye
4. Christy Dickinson - Aye
5. David Massey - Aye

**b. Approval of April 2022 disbursements**

- i. Josh MacLachlan motions to approve the April 2022 disbursements.  
Rachael McNamara seconds.
- ii. Discussion
  1. Rachael asks about costco purchase - For food for open house
- iii. Motion passes with following votes:

1. Josh MacLachlan - Aye
2. Tenille Warren - Aye
3. Rachael McNamara - Aye
4. Christy Dickinson - Aye
5. David Massey - Aye

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

- a. School Events:
- b. Enrollment:
  - i. Currently at 118
  - ii. 32 Seniors graduating
- c. TPS:
  - i. Working with RCE: conducting staff interviews to inform diversity and inclusion work.
    1. Rachael McNamara: any way to help paras who want
    2. Josh MacLachlan: definitely the goal. TPS is realizing that there
    3. Rachael McNamara:
    4. David: The more voices involved the longer it takes to make choices
    5. Josh MacLachlan/RACI:
    6. Overall: Verifying that everyone is informed of roles and how decisions are made, and why. Clarity is key.
- d. Personnel:
  - i. Working to fill two non-returning positions for FY23
    1. “Behavior Lead”/”Dean of Students”

2. School Social Worker - FILLED

3. SpEd Teacher -

4. GenEd Teacher (Art) -

5. Para/Cultural Liaison -

e. Behavior:

f. Finance: See Financial Report section

g. Marketing:

i. Gave update on open house - 3 families attended and filled out enrollment paperwork

ii. Continuing Enrollment Tours

h. Curriculum

i. Special Education

i. 55 sped students, 3 currently getting evaluated

ii. 20 of 21 transitions students are graduating this year

1. Stephanie Lonetti had organized what had been in place. Major difference is that each student comes in and works with individual paras once per week for 2 hours. Implemented use of Trello boards as well. Students need to be employed for 3 months consistently.

j. SEL: focusing of relationships in May

## **8. Student Data Report – Josh MacLachlan**

a. Data is added

b. Dashboards may not be pulling properly (Josh to verify by next meeting)

## **9. Strategic Items:**

a. Review official correspondence from OW about reauthorization.

- i. TPS should update board members, and ask for advice, on reviewing and updating the school's mission and vision.
  - b. Mission / Vision / Values process review:
    - i. "TPS Taskforce" updates:
      - 1. Mission / Vision task force
      - 2. Professional Values task force
    - a. Update on Action Steps Defined in Notice of Concern from Authorizer
      - i. Letter reviews coding issue salary for Behavior Lead position discussed in February meeting: Board required to make the following corrections:
        - 1. Establish a system of oversight to ensure that the school's Special Education Director is given the authority over fiscal supervision and administration of the special education program.
          - a. **Board Request:** Personnel committee define protocol for verifying job positions. The Board Chair and Tammy will connect on new hires to note any issues. Ultimate goal is to make sure that there is a way for concerns to be brought to board.
          - b. This policy or system should expand beyond the scope of the notice of concern to any issue of which the board should be aware. This will be added to future agendas for further updates, development, and discussion.
          - c. JOSH - will reach out to OW to verify next steps
- b. Review current submissions from TPS committee in TPS FY22 evaluation document.

**10. Action Items:**

- a. Josh - Christy
- b. Discussion:
  - i. Board excited
  - ii. Brenda asks for all board members to introduce themselves (name, role, etc.)
- c. Motion passes with following votes:
  - i. Josh MacLachlan - Aye
  - ii. Tenille Warren - Aye
  - iii. Rachael McNamara - Aye
  - iv. Christy Dickinson - Aye
  - v. David Massey - Aye

**Adjourn:**

- d. David Massey motions to adjourn at 7:03 pm