

Academic Arts High School School Board Meeting Agenda

Tuesday, February 28, 2023 | 5:00 pm | Academic Arts High School Room 123
Participation Remotely Via Google Meet

Agenda

Board Members Present:

In-person: Josh MacLachlan, David Gunderman

Online: David Massey, Amber Nelson

Board Members Absent: Christy Dickinson, Rachael McNamara

Others Present: Nate Winter (CLA), Sara Franklin (Parent)

1. Call to Order:

- a. Josh MacLachlan calls meeting to order at 5:01 pm

2. Conflict of Interest Check:

- a. None to note

3. Approval of February 28, 2023 Agenda:

- a. Josh MacLachlan motions to approve the February 28, 2023 agenda with the addition of item 10g, approval of new bank signers, and “changing the date from February 21” to “February 28”. David Gunderman seconds.
- b. Discussion:
 - i. Shoua Yang and Josh MacLachlan currently signers. Davi Hicks (administrator) and Angela Yoswa (Administrative Manager) need to be signers for official banking business with the school.
 1. Josh gets pulled from classes to deal with bank emergencies
 2. Should fall on administrative staff
- c. Motion passes with following votes:
 - i. David Gunderman - Aye
 - ii. Josh MacLachlan - Aye
 - iii. Amber Nelson - Aye
 - iv. David Massey - Aye

4. Approval/Rejection of January 17, 2023 Minutes:

- a. Josh MacLachlan motions to approve the January 17, 2023 minutes. David Gunderman seconds.
- b. Discussion:
 - i. No further discussion
- c. Motion passes with following votes:
 - i. David Gunderman - Aye
 - ii. Josh MacLachlan - Aye
 - iii. Amber Nelson - Aye
 - iv. David Massey - Aye

5. Public Comments:

- a. Sara Franklin Strum: Would like to get introduction to administration
 - i. Davi Hicks: working with student senate on a parent night to get a meet and greet for parents.

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

- a. **Approval/Rejection of January 2023 financial report**
 - i. Josh MacLachlan motions to approve the January 2023 financial report. David Gunderman seconds.
 - ii. Discussion:
 - 1. ADM
 - a. Current Approved Budget: 110
 - b. Current School Enrollment: 116
 - c. Current Average ADM: 109.38
 - d. Variance: +6
 - 2. Cash on hand at end of January: \$491K, \$6k decrease from prior

month. Current fund balance at \$523,422

3. % of the way through the year.
 - a. Revenues at 56% of budget.
 - b. Expenditures at 56% of budget
4. Items of importance:
 - a. Revising budget to be approved before year end
 - i. Expecting to update expenses that rolled over from prior year budgets
 - ii. Expecting to true up salaries, benefits, and ESSER awards
 - iii. May adjust ADM depending on Enrollment
 - b. W2s & 1099s were submitted
 - c. ADSIS grant due on Friday
 - i. Award for providing SEL support

iii. Motion passes with following votes:

1. David Gunderman - Aye
2. Josh MacLachlan - Aye
3. Amber Nelson - Aye
4. David Massey - Aye

b. Approval/Rejection of January 2023 disbursements

- i. Josh MacLachlan motions to approve the January 2023 disbursements.
David Massey seconds.
- ii. Discussion:
 1. "DEMCO" - Last of FIN 160
 2. "Abdo" - Auditing services

3. “Lenovo” - One time purchase for chromebooks
 4. “Inver Grove Ford” - School did not complete paperwork properly and van was repossessed. Dealership worked with school to buy out rest of lease to maintain equity and use toward future lease.
- iii. Motion passes with following votes:
1. David Gunderman - Aye
 2. Josh MacLachlan - Aye
 3. Amber Nelson - Aye
 4. David Massey - Aye

7. Ex Officio Report: (Danyelle Bennett & Davi Hicks)

- a. School events:
- i. Conferences were February 16th
 1. Davi met with parents.
 2. CTA had table at conferences.
 - ii. February 22-24 trip to Wolf Ridge ELC
 1. Canceled due to weather. Had to use rest of e-learning days.
 2. Trip postponed to June 7-9.
- b. Committee Updates:
- i. Jay Squad: Meeting weekly to identify issues needing addressing and providing recommendations to Davi
 - ii. TPS: Meeting twice per month on Fridays
 - iii. Personnel:
 1. Interviewing social worker candidate. Using contracted service.
Will also include an intern.
 2. Shoua Yang, administrative manager, resignation

- a. Angela Yowsa filing role
 - b. Sage Lindusky (para) taking over front desk duties
- iv. Behavior:
 - 1. Bathroom continues to be main behavior issue
- v. Finance:
 - 1. Davi researching ways to incentivize full licensure
 - a. Allows for staff to enter education field on a variance
 - b. Incentivizes staying in the field
- vi. Nutrition:
 - 1. Payment system in use
 - 2. Neighborhood (SSP nonprofit): may be partnering with school to provide food for school
 - 3. Everymeal (Organization Fighting Child Hunger): School is on waiting list.
 - 4. However: new legislation allows schools that are part of FFRLP to get free food for all students. Reporting requirements will be a factor affecting whether or not school goes back to FFRLP
- vii. Marketing (Finance): No updates
- viii. Enrollment (Finance):
 - 1. 2 students in PSEO, so compensating with increasing maximum enrollment to 120
 - 2. Enrollment as of at 120
- ix. Curriculum:
 - 1. Using A,B,C,D, NC grading
- x. SpEd:

1. Continuing child find process
2. IEPs approaching 50. ~6 student currently being evaluated for SpEd services.

xi. DEI:

1. Surveys:
 - a. LGBTQ survey sent out this week
 - b. BIPOC survey sent out earlier in the year
 - c. Data being reviewed to inform teaching/reteaching needed to support all students in our school

xii. Jay Squad:

1. Continuing to meet weekly
2. Purpose: identify issues and make recommendations

8. Student Data Report (Josh MacLachlan)

a. Academic Measures

i. Review Fall NWEA Achievement data

1. Trends noticed in NWEA data from fall testing:
 - a. Of 4 tests, those taken later have far fewer valid tests.
 - b. Testing isolated to two main days. Should adjust how test are conducted so students don't get burned out.
 - c. Idea: Lean on advisory time. Link completing testing (valid test results) to the extra advisory credit.
2. Sara Franklin: Questions about having testing linked to grades
 - a. Josh: NWEA testing is a very useful tool but only if we get valid results. It can help staff and students understand their areas of strength and growth.
3. Amber Nelson: How will this data be used to help students?
 - a. Possibilities
 - i. Inform which students to provide focused help for on Wednesdays

- b. Environmental Education Measures
 - i. Updated in gradebook. Will report to board in March meeting

9. Strategic Items:

- a. Updates on Reauthorization Evaluation from Authorizer
 - i. Davi in constant contact with authorizer to finalize requirements for reauthorization
 - ii. A-GAME: Working with school for next 12 weeks (Wednesdays 12:30-1:30)
- b. Updates from “Community-Teacher Association”
 - i. No current updates
 - ii. Amy Heikenen (parent) took over as leader.
 - iii. No meetings planned at the moment
 - iv. David Gunderman: CTA’s presence at conference was great
 - v. Davi Hicks offers to meet with CTA either formally or informally
- d. Review policies relevant to board oversight of school leader(s) (Second Reading)
 - i. Update title from “TPS Committee” to “TPS Administrator”
 - ii. Identify role as employee of the board
- e. Review dress code policy (Second Reading)
 - i. Current policy is vague
 - ii. Update provides more specificity about dress code
- f. Review policies relevant to updates in school’s behavior system (Second Reading)
 - i. Leaning on restorative practices
 - 1. Don’t have ISS
 - 2. Don’t have extensive “behavior Staff”
 - 3. Need diverse continuum of restorative consequences
 - ii. Need more clarity and enforceability of off campus lunch privileges (“5 strikes” with continual restorative meetings).

10. Action Items:

- a. Approve/Reject walkout policy (Third Reading)
 - i. Josh MacLachlan motions to approve the walkout policy. David Gunderman seconds.
 - ii. Discussion:

1. Clarifies expectations
 2. Holds students accountable for safety
 3. Holds school accountable for ensuring student voice is center to mission.
 4. Was initially drafted before TPS administrator position was established. References to “Jay Squad” should be replaced with “Dean of Students and/or TPS administrator”
- iii. Josh MacLachlan rescinds and remotions to approve walkout policy with updating references to the “Jay Squad” to “Dean of students and/or TPS administrator”. David Gunderman seconds..
- iv. Discussion
1. No further discussion
- v. Motion passes with following votes:
1. David Gunderman - Aye
 2. Josh MacLachlan - Aye
 3. Amber Nelson - Aye
 4. David Massey - Aye
- b. Approve/Reject background check policy (Tabled from December meeting)
- i. Josh MacLachlan motions to approve the background check policy. David Gunderman seconds.
 - ii. Discussion:
 1. Updated language not included.
 2. Suggest table to March meeting
 - iii. Josh MacLachlan rescinds motion. Tabled to march meeting
- c. Approve/Reject/Table land acknowledgement statement (Third Reading)

- i. Tabled until update from DEI committee
 - ii. Will not be on future agendas until update received
- d. Approve/Reject change of IOwA from Shoua Yang to Davi Hicks
 - i. Josh MacLachlan motions to approve the change of the school IOwA from Shoua Yang to Davi Hicks. David Gunderman seconds.
 - ii. Discussion:
 - 1. Shoua Yang resigned
 - 2. Need new IOwA.
 - 3. Davi Hicks as TPS Administrator is most appropriate role for IOwA.
 - iii. Motion passes with following votes:
 - 1. David Gunderman - Aye
 - 2. Josh MacLachlan - Aye
 - 3. Amber Nelson - Aye
 - 4. David Massey - Aye
- e. Approve/Reject/Table administrator calendar
 - i. Josh MacLachlan motions to approve the administrator calendar. David Gunderman seconds.
 - ii. Discussion:
 - 1. Different in-service day expectations for TPS Administrator
 - 2. Specific non-duty days would be submitted to board before summer starts (board meeting before end of school year).
 - iii. Motion passes with following votes:
 - 1. David Gunderman - Aye
 - 2. Josh MacLachlan - Aye
 - 3. Amber Nelson - Aye

4. David Massey - Aye

f. Approve/Reject/Table updates to school calendar

- i. Josh MacLachlan motions to approve updates to the school calendar.

David Gunderman seconds.

ii. Discussion:

1. School used up all e-learning days due to weather allowed. Had to call full snow day on 2/24/23. Had no buffer built in in updated calendar. Need to extend school year from 6/7 to 6/9. This builds in 1 extra snow day. Any more than 1 snow day will require further update to school calendar.
2. Also need to formally add 3/7 as “Virtual Learning” for non ACT students. ACT testing this day. Any “Virtual Learning” days for any set of students need to be in the board approved calendar.
3. Future calendars must include:
 - a. 3-4 buffer days, beyond the 5 e-learning days that are allowed, to account for conditions when school needs to close for weather or other reasons.
 - b. Any “virtual learning” days clearly identified

iii. Motion passes with following votes:

1. David Gunderman - Aye
2. Josh MacLachlan - Aye
3. Amber Nelson - Aye
4. David Massey - Aye

Sara Franklin asks about last day of quarter: Still says 6/2. Should be updated. Will review this update in March meeting.

Sara Franklin asks for clarity on after lunch on Wednesdays. Many parents don't know that their students can stay until 3:20. Davi will send weekly updates and reminders on all communication modes (parent square, text, website, social media, etc.). Josh MacLachlan suggests some staff greet parents picking students up after lunch to remind them that their students can stay until 3:20

- g. Approve/Reject updates to bank signers
 - i. Josh MacLachlan motions to approve updates of bank signers from Shoua Yang to Davionna Hicks and Angela Yoswa. David Gunderman seconds.
 - ii. Discussion:
 - 1. Josh Maclachlan reiterates details discussed in discussion for approval of 2/28/23 agenda.
 - iii. Motion passes with following votes:
 - 1. David Gunderman - Aye
 - 2. Josh MacLachlan - Aye
 - 3. Amber Nelson - Aye
 - 4. David Massey - Aye

Amber Nelson: reminder that emergency SNAP benefits are ending in April. School can educate families and send out info to families. Davi Hicks and Amber Nelson will connect.

11. Adjourn:

- a. David Gunderman motions to adjourn meeting at 7:15 pm