**School Board Meeting Agenda**

**Tuesday, September 19, 2017**

**5:00 pm**

**AAHS Classroom 121**

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

\_\_ Heather Fjelstad (ex-officio)

**Agenda**

1. Call To Order
	1. Amy Charpentier calls the meeting to order at 5:02 p.m.
2. Approval of September 2017 Agenda and August 2017 Minutes
	1. Courtney Finn moves to approve September 2017 Agenda with amendments. Josh MacLachlan seconds. Unanimous.
		1. Add 8i: Food Service Transfer
	2. Linnea Morgen moves to approve August 2017 Minutes. Amy Charpentier seconds. Unanimous.
3. Public Comments
	1. Andrew A. from Designs from Learning is present. He is aiding the school with the Reauthorization Application.
		1. Encourages all Board Members to look at the application in full prior to the approval at the October 2017 Board Meeting.
		2. All members need to send updated resumes.
		3. Signature form to be signed at October 2017 Board Meeting.
		4. Draft will be available in a couple of weeks.
4. Financial Report – ~~Dean Walczak~~ & Josh MacLachlan
	1. Amy Charpentier moves to approve the August 2017 Financial Report. Courtney Finn seconds. Unanimous.
		1. 17% through FY18
			1. 13% Expenses
			2. 14% Revenue
		2. Cash Flow Report: Ending at $303,998
	2. Courtney Finn moves to approve the August 2017 Disbursements. Josh MacLachlan seconds.
		1. GenEd is not attaching spending to a department. This should be the last month, since purchases happened in August. Staff was informed of the new procedures during Staff Development.
5. TPS Report – Heather Fjelstad
	1. ADM = 88.52
	2. Enrollment = 95/105
	3. Q1 Theme is Public Services
		1. Experiences
			1. Tours of fire & police station tours
	4. Open House, August 30th
		1. 5 enrollments
		2. Information stations worked well with organization and delivering information/answering questions.
	5. Student Ambassadors
		1. New elective that places students in leadership roles. One task they are taking on is fundraising for student events.
	6. Off-Campus lunch may be taken away from students
		1. Students will earn this back individually
		2. This will raise our lunch costs, so we will need to begin charging for lunches.
		3. The school will need to communicate with parents/guardians about this change.
	7. Camping & Overnight trips will occur throughout the year
		1. The need for a policy and waivers has been recognized.
		2. The first trip was postponed to allow for time to create these items.
	8. Professional Development
		1. HR Day @ Edvisions; rep from PerCom will attend
		2. FinCom has communicated to staff the amount of funds available for each staff
	9. New Hires
		1. 3 New: Added one para; Replaced two
		2. Renewed Contracts: Sped Director, Speech & Lang; adding Occupational Therapist
	10. First week as a Teacher Powered w/o director has gone smoothly. Students have given positive feedback.
6. Student Data – Andrew Ng & Josh MacLachlan
	1. No course data to report
	2. No test data to report
	3. Environmental Data
		1. Results from the first LNT Quiz obtained 70 responses.
		2. Data will be reviewed at October 2017 meeting.
	4. Community Climate Data
		1. REACH Survey
			1. 56 mid-year participants; 42 end-year participants
				1. Showed growth in positive reports for the REACH program.
	5. Credit Earned Analysis
		1. Average/Medians of credits earned at past schools = approx 17
		2. Average/Medians of credits earned at past schools = approx 20/22
		3. Results in a 3.4 - 4.9 (20-28%) increase in credits earned.
7. Strategic Items
	1. Policy Review
		1. Contracting Purchase Policy
			1. Wording:
				1. Director
				2. “Administrative Assistant” to “Administrative Manager”
		2. Fund Balance Policy
			1. No revisions needed.
	2. TPS Evaluation Policy/Procedure (Due to Audubon 10/31)
		1. Collaborative Governance Evaluation
			1. Remove “Q Comp Goals”
			2. Amy Charpentier and Courtney Finn will review this process and bring recommendations to October 2017.
		2. Termination of TPS members
			1. The Board will not evaluate individual members of the committee, it will merely evaluate the entire entity
		3. Procedures for adding TPS members
			1. Board reviews and reinstates TPS Committee annually.
			2. Members are added/removed annually.
			3. Job Description for Director = TPS Job Description
			4. Create Job Descriptions for Committees
	3. Open Meeting Laws
		1. Tabled until the October 2017 meeting.
	4. Reauthorization Contract Update
		1. Provided in Public Comments by Andrew A.
	5. Recruiting New Board Members
		1. Information provided to Andrew from Designs from Learning.
8. Action Items
	1. Revised Bylaws
		1. Tabled until October 2017 Board Meeting; waiting on word from the our lawyer.
	2. New AAHS School Board Member – Krissy Wright, Community Member
		1. Amy Charpentier moves to approve Krissy Wright as a Community Board Member. Josh MacLachlan seconds. Motion is not approved. Unanimous.
			1. Feedback from the lawyer does not reveal an immediate conflict of interest; however, the potential for future conflicts is of concern.
	3. Crisis Management Policy
		1. Andrew Ng moves to approve the Minnesota Department of Education Crisis Model Management Policy revised May 2014 with language edits reflecting Academic Arts High School. Linnea Morgen seconds. Unanimous.
	4. Revised Bullying Policy
		1. Josh MacLachlan moves to approve the Bullying Policy revised September 2017. Amy Charpentier seconds. Unanimous.
	5. Revised Conflict of Interest Policy
		1. Josh MacLachlan moves to approve the Conflict of Interest Policy revised August 2017. Amy Charpentier seconds. Unanimous.
	6. Contract Amendment
		1. Josh MacLachlan moves to approve the Contract Amendment Exhibit G Measures 9.1-9.4 as proposed by Audubon. Amy Charpentier seconds. Unanimous.
			1. The Accuplacer is no longer available to use as measurement for AAHS’s Post-Secondary Readiness.
			2. The ACT has been offered as a replacement.
	7. ACNW Budget Revision
		1. Board reviewed the format of the ACNW Budget Revision. No changes in the budget have been made that require approval.
	8. Rescheduling October 17th Board Meeting to October 24th
		1. Josh MacLachlan moves to approve to reschedule the October 17th Board Meeting to October 24th 201. Andrew Ng seconds. Unanimous
			1. October 17th Training Opportunity
			2. <http://www.mapfornonprofits.org/training/board-boot-camp>
	9. Food Service Transfer
		1. Andrew Ng moves to approve a transfer from General Fund 01 to Food Service Fund 02 in the amount of $24,500.00. Amy Charpentier seconds. Unanimous.
9. Adjourn
	1. Amy Charpentier moves to adjourn at 7:02 p.m. Adjourned.