

ISLA – Board of Directors Meeting

Minutes

October 20, 2009, 6:30 p.m.

ISLA School Building - 12007 Excelsior Blvd, Minnetonka, MN – **Room# 122 (Upstairs)**

Board Members Present: Sonia Miller-Van Oort, Mark Mathison, Karen Terhaar, Melody Brombacher, Michael Valley, Kate Shamblott, Eric Peterson, Vanessa Bera, Kerry Krawczyk-LeMieux, Steve Semler

Others present: Teresa Aleckson (PTO Chair)

Board Members not present: Briana Boeser

The meeting was called to order at 6:36 p.m. Mark read the Mission Statement. The agenda was adopted as presented.

The Board then reviewed the revised minutes from the September Board meeting. The Board adopted the minutes as presented.

There was no input offered by the public.

Teresa Aleckson gave the PTO Report. Extracurricular activities started this week. Two TAs are teaching the extracurriculars, and the fees charged for the activities are being divided between the TAs. The fundraiser at Cub Foods was quite popular. One note for next year: on curriculum night PTO would like to offer child care to get more parents to attend (either through Companeros or using our TAs). There is a meeting next Tuesday night, Dia de los Muertos Family Night is November 6, and the Barnes & Noble bookfair is November 15. The Scholastic book fair raised about \$1000 for school merchandise and \$200 for PTO prizes to be used for raffles, etc. The Board Committee Chairs were present and introduced their committees to the PTO. People approached Eric about the Personnel and Marketing committees. Room representatives were selected.

Under New Business, the Board discussed implementing a discipline policy. The draft policy had been followed by the Executive Director since the school's inception had not been formally adopted and the Board discussed its contents. The Director asked the Board to formalize our discipline policy now that ISLA is in its third year of operation. The draft policy was based on what other schools had in place. Reviewing the policy with the Board, she explained that most suspensions mentioned in the policy would be served in-school because ISLA works hard to maximize each student's opportunity to learn. She feels it is usually better to keep the students in the school unless they are a threat to other students. One section of the policy, #7, refers to chronic/multiple violations. The Board agreed that this should be re-written to be discretionary for the Director. Also, the last sentence of #7 should be revised to read that "Any student who as been suspended for violations of the discipline policy may be recommended for expulsion about his or her return if he or she commits additional offenses."

Additional revisions discussed included: (1) make clear that policy is subject to state and federal law. (2) . Add words from #13 into 9. (3) 7 – suspended instead of expelled in last sentence and delete “of the same nature”. (4) #22 remove all references to non-students (take out most of first sentence, all of second sentence. (5) Use chart from #1 in #22. (6) #6 – change “will” to “may”, depending upon the circumstances. (7) clarify this is interim policy & at beginning intro clarify that ISLA striving for proactive student enrio, etc., (8) 6. May/depending upon circumstances. (9) 7 – Expel to suspend, lose last 4 words. (10) In 9. Add disobedience. (11) Take out 13. (12) Under 22 hazing add chart from #1 and insert “of hazing” plus delete stuff related to non-students,. (13) Remove 17 to exclude assault – other than something that puts you in fear of bodily harm or death. (19) 18. Should duplicate HSD policy. (20) . Add that the second sentence ends with “this policy as well”.

The Director asked that we implement something now as an interim policy, and then form a working group to create a long-term discipline policy. While discussing adoption, the Board discussed that any policy would have to be consistent with state and federal laws, and most likely would not apply to students with an IEP under the law. The Director reminded the Board that ISLA takes a proactive approach, working with students to prevent problems before they occur. ISLA uses a responsive classroom approach, using a community process to help students, to manage the classroom, and to manage the school.

The Board considered and discussed using the Hopkins School District discipline policy as an interim policy, but agreed that it lacked specific consequences and would be less helpful to the Executive Director in having specific guidelines and consistency. A variety of changes were discussed. Steve moved that (i) we approve the interim discipline policy draft presented in the Board packet for this meeting as reflected by the Board discussion and reflected in the minutes and (ii) develop a task force to revise the policy for adoption at the April meeting. The task force should include parents and teachers. The motion was seconded by Mark and passed unanimously.

Also under New Business, the Board reviewed Committee descriptions. The Facility Committee and Marketing Committee descriptions were reviewed first, and the Board discussed making a few changes in each description.

A recess was called at 8:27, and the meeting reconvened at 8:37.

Following the recess, the Board reviewed the description for the Strategic Planning Committee and again suggested a few changes. Next the Board discussed the Personnel Committee description. It was suggested that this committee be renamed the Human Resources Committee, as Personnel is but a subset of Human Resources. The Board agreed that there is a need for this committee and discussed how it would best work with the Director, the Board, and the Executive Committee. Suggestions were made to rewrite parts of the committee description to better mesh with ISLA’s needs. **Action Item: Each Committee Chair will revise their description and forward to the Board Chair.** Melody moved for adoption subject to the discussions and changes noted in the record. Steve seconded the motion.

Mark Mathison then moved that the Board engage Labor and Employment Law counsel on a pro bono basis and authorize the Executive Director to consult with such counsel and provide such counsel specific directives as to assessment and oversight of the school's Human Resources practices. Michael seconded the motion, and it passed unanimously. This does not change the responsibility of the Executive Director to report to the Board and Executive Committee. The pending motion from Melody then passed unanimously.

Michael presented the financial reports for approval. He reviewed the financials, which are mostly in line with expectations. Michael moved that the Board approve the August financials and CSP Expenditure report. Steve seconded the motion. The motion passed unanimously.

Kate gave an update on the Facility Committee. ISLA has not secured space for next year, although there are several potential options. There is an Letter of Intent on the table, and we are waiting to hear back from the landlord. The realtors feel there is plenty of time, although the Facility Committee and the Board are concerned about the timeline. The realtors met with a company that buys buildings and rents them to charter schools, and this may be the best option for ISLA. The Board agreed that dialog with Faith must remain open for next year. In order for Faith to work, ISLA would need more large classrooms, more bathrooms, and more flexibly for teachers to put things on walls in shared spaces. Michael moved that the Facility Committee meet with representatives of Faith church and do all in their power to bring back to the Board an answer from Faith by the next Board meeting to the question can they meet our space needs for next year. Mark seconded the motion, and it passed unanimously.

Mark reported for the Personnel Committee that contracts for the Executive Director and Assistant Director are in progress.

The Marketing Committee and Strategic Planning Committee had no updates.

The Governance Committee's update was postponed to the next meeting.

The Director reported that a team met and worked on evaluating and improving MCA scores.

The Chair reported that HSD has requested a meeting with ISLA, and the Executive Committee will meet with them November 2 regarding world languages at HSD. She also requested that ISLA Board members attend HSD Board meetings. In addition to the Chair, Mark, Melody, Steve, and Eric offered to rotate through the monthly meetings.

The waiver with Faith and the MACS membership were tabled to the November meeting.

The Director presented her goals and they were discussed by the Board. Much discussion ensued. Sonia moved that the Board adopt incentive based compensation with goals as proposed by Karen, with percentage weighting 15/15/40/30. This was seconded by Mark and passed 9-1 (Michael voted against the motion).

Melody moved to adjourn at 10:17. Kerry seconded the motion. The motion passed unanimously.