

ISLA – Board of Directors Meeting

Minutes

May 11, 2010, 6:30 p.m.

ISLA School Building - 12007 Excelsior Blvd, Minnetonka, MN – **Lunchroom**

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

Visitors present: Theresa Aleckson, Jill Prohofsky, Terri Policy, Natalie Wobbema, Brenna Backstrand, Ron Clarke, Cori Adams, Chris Johnson, Ximena Rayo, *one additional parent*

The meeting was called to order at 6:36 p.m.

Steve read the Mission.

Steve moved to approve the agenda. Mark seconded. Passed unanimously.

The Board reviewed the minutes of the April Board meeting. The minutes were adopted as presented.

Public input

Jill Prohofsky asked about the status of a new facility, mentioned issues with funerals at school, and asked about pursuing Beacon's old space as an option.

Terri Policy said she was grateful for our new meeting layout.

Teresa Aleckson gave the **PTO Report**. The Fiesta looks like it will net \$20,000, vs. about \$13,000 last year. There are five host families identified for next year. Only received one dossier so far, but still looking for a good fit. Hoping to get more soon. Upcoming events include a Kindergarten get-together on the May 13th for a potluck, at which PTO will try to connect better with them. Same night is grade 3-6 music concert. Bike rodeo at Lunds on Hwy 7 on May 15. May 25th is the PTO annual meeting -- elections and budget. June 4 is Fuddruckers, RollerGardens on June 5. May 22 will be at Main Street Days in Hopkins, with a booth there.

Vanessa – gave PTO liaison report. State of the School discussed. There was overwhelming positive comments from PTO: reassuring, informative, nice to put names to faces on board and PTO, and nice to see board and PTO collaborating. Teachers also presented what they learned from John Burrell to PTO.

Kerry arrived 6:45.

New Business

Board election. Election tonight for 7 of 8 open board seats. Eligible voters are all staff members employed at school, all parents/legal guardians of students, all teachers, and all Board members as of today's date. Melody passed out packets and collected ballots after voting was finished. Michael and Melody tabulated ballots.

Board resolution adopted regarding academic calendar for next year. Mark moved the board resolution. Steve seconded. Passed unanimously.

The Board reviewed Open Meeting Law applicable to Board and committees. To the extent that the Board committees are advisory in nature and don't have authority to act as agents of the school, then they are not subject to the Open Meeting Law. All of the existing committees are clearly advisory in nature, with two exceptions: the Executive Committee (which can act in certain situations in place of the board) and the Governance Committee (which does not explicitly state that it is advisory in nature in its committee description). Resolution presented by Governance Committee to clarify that all current and future committees including the Governance Committee, but not including the Executive Committee, are strictly advisory in nature unless specifically noted as otherwise. Kate moved to adopt, Michael seconded. Resolution adopted unanimously.

The election results indicated there were 19 ballots cast. All nominated candidates were elected: Steve Semler (1-year term), Mark Mathison (1-year term), Ron Clarke (1-year term), Richard Barnett (3-year term), Jill Prohovsky (3-year term), Sonia Miller-Van Oort (3-year term), and Joe Rinaldi (1-year term). Board members begin terms on June 30, 2010. Officer slate won't be presented until next Board meeting.

Treasurer Michael Valley reviewed the Financial statements as of March 31, 2010. Cash balance \$98K. End of April cash balance is \$55K. This impacts need for line of credit. Projected to be \$35K end of May, and back up to \$63K at end of fiscal year. ISLA secured the line of credit at Venture Bank. We are still not sure whether we'll need it or not. P&L is on target getting expected Gen Ed and Lease Aid money. Future models will include a line for holdback. Michael moved to accept financial statements for March 31. Mark seconded. Passed unanimously.

The Board next discussed the draft Annual Report prepared by the Executive Committee. Numerous changes were discussed.

The Board took a recess at 7:35 and reconvened at 7:48.

The Board then continued discussing the draft Annual Report. After additional edits are made to substantive report, the Executive Committee will forward the draft to Eric Peterson and Jill Prohovsky who will add basic copywriting changes, re-format, etc. Plan is to get it to Board a week in advance of June meeting to digest, with final report to be approved at the June Board meeting.

The next topic for discussion was a resolution related to executive-level employees. The by-laws speak to indemnification. Clarification of executive employees as it relates to indemnification duties is required by statute. Purpose of this resolution is to designate who they are (Exec Dir and Asst Dir). Mark moved that we adopt the resolution. Steve seconded. Governance committee noted that this type of resolution needs to be done any time there is a change to executive employee positions. Resolution approved unanimously.

Because a chair had not yet been appointed, Mark next moved that Steve Semler be appointed as Chair of HR committee. This motion was seconded by Briana. Unanimously approved.

Karen Terhaar gave her **Director's Report**.

- 23 students on wait list – 3 only want full day. Tend to have openings only in the ½ day class.
- Still getting calls of interest. Had few interested in 6th grade. 1 filled out form and is on wait list, two others have expressed interest.
- In midst of doing interviews for teachers. Hope to have teachers hired by end of month. Application for authorizership for Innovative Quality Schools has been delivered, haven't heard back yet. Don't have date by which they'll know. They received it and are reviewing it. Will pull together Task Force if/when hear back from them.
- Typical end of year events starting. Graduation for five 6th graders. Field day.
- Reporting – lease aid application, report to sponsor, annual report, Q comp, grant opportunities, etc.
- Process of getting 6th graders ready for moving on the 7th grade. Math is one area – want to make sure that students are identified to place in advanced math, and make sure ISLA is a school that is considered to recommend kids into advanced courses. Spoke to someone at HSD who coordinates visits for ISLA students to junior highs. ISLA will coordinate with junior highs next year to be sure this happens. ISLA will learn more each year so there are no missed opportunities for our kids as they move into the junior high.
- One of our K parents is HS Spanish teacher and language coordinator. She is working to have something in place for our students. Not this year, but the following year. Where they would have something set up for Spanish as a first language students that might work well for ISLA students, too. Will develop something long term as more ISLA students graduate and move into

that program. Great that the language coordinator is personally involved with ISLA.

- Fifth grade students are planning graduation for the sixth graders.
- All teachers have renewed contracts and signed them.
- Kerry – reported that ISLA 5-6th grade group presented to her K students at RSI. Kerry was impressed with their level of Spanish and stated they would were more advanced than many full immersion students she has seen in other schools. Wish we could look at doing more of a consortium thing with other immersion schools.

Sonia gave the **Chair's Report**.

- Coalition for Charter Schools. Training offered on May 21 and 22. Question as to whether we should be members of Coalition? There is some dispute as to when training needs to be started based on MDE website and based on Governance Committee interpretation of current statute. Sonia moves that we send in our application to become an affiliate for the Coalition for Charter School management so that we can take advantage of opportunity for a discount on upcoming training and because Coalition's philosophy is consistent with ISLA's. Steve seconded. All in favor: Steve, Sonia. Opposed: Mark, Eric, Kerry, Michael, Kate, Melody, Briana, Vanessa. Motion defeated. **Action Item: Confirm times with Sonia for registration. Action Item: Future agenda item should be groups that we could/should join.**
- Summary of State of the School Survey results. Comments suggested that event clearly communicated to parents what is going on and what board is doing, overall good learning for attendees, recommend making slides more legible, want to know more about facility but understand why they didn't.
- Q Comp – Briana brought to Exec committee attention that there is interest by teachers in Q Comp, what they can do to help, really wanting to make sure that gets into place. Application is due in June. HR committee and Executive Director and Asst. Executive Director will help make this happen. Teachers interested in joining committee and/or helping get this done. Thank to Briana for soliciting input from teachers and reporting that to Exec.
- Over due for end of year celebration. June 11/18 don't work.

Committee Reports

- Communication – Eric. Have meeting with parent who is working with new release of word press that would allow us to have a new website in about a month (with him doing that at night/weekends). Copywriter is available again, after Fiesta, to do survey for parents (mid-year and end of year).
- Governance – Mark. Want to talk about committee service. At the June meeting, we will pass around a form to sign up for committees. Pam Shrestha is joining, Steve is leaving this committee given HR Committee involvement. Melody has agreed to continue to serve on Governance even though going off Board. Amendment to by-laws procedures is in process, teachers will vote tomorrow to approve amendment change, then send to

HSD and it will be completed. Considered draft of new discipline policy, remains in process. Discussed Board training.

- Board needs a PTO Liaison and an HSD Liaison.
- Facility. Looks like proposed legislation will die in the House. New investor is still interested in ISLA, needs 5 year budget to proceed. Would buy and renovate 5959 building for ISLA. Beacon's old space is available but is both out-of-district and has some major issues. St. Louis Park school board is not interested in talking to ISLA or any other charter school about leasing space from them. The plan for Cedar Manor is to sell in two years and work with the city to plan how the space should be zoned/used to best benefit the city of St. Louis Park. Faith continues to be a solid option – they proposed a plan that offers great space and meets all of our needs for next year. Main Street's space is only an option if they move or close. They are focused on finding an authorizer at this time, and not focused on any move. Mark moved that the Board directs the facility committee to negotiate the best arrangements with Faith that we can get, both from a building use and cost perspective. Second Vanessa. Discussion. All in favor: Mark, Kerry, Sonia, Michael, Kate, Melody, Briana, Vanessa. Opposed: Steve and Eric. Motion passed.

Steve moved to adjourn the meeting. Eric seconded. Passed unanimously. Meeting adjourned at 9:37pm.