

ISLA Agenda – Board of Directors Meeting

May 12, 2009, 6:30 p.m. – 9:30 p.m.

ISLA School Building - 12007 Excelsior Blvd, Minnetonka, MN – **Room# 121 (Upstairs)**

Mission: International Spanish Language Academy (ISLA), a K-6 Spanish immersion community, empowers the whole child by nurturing the development of personal growth, strong character, academic excellence, and global vision.

1. Call to Order – 6:44pm

- Board Members present: Melody Brombacher, Molly Quinn, Kerry Krawczyk-LeMieux, Kate Shambloott, Michael Valley, Sonia Miller -Van Ort, Steve Semler, Mark Mathison, Samantha Baksic, Karen Terhaar (ISLA School Director), Karen Utt (PTO Board Advisor)
- Board Members not present: Erik Swenson, Diane Schimelpfenig (Hopkins School District)
- Michael read Mission Statement

2. Acceptance of April 14th minutes and Working Meeting Minutes

Motion: Steve moved to accept the April 14th minutes. Seconded-Michael. Passed unanimously.

Minutes from Board Special Meetings on Feb. 28th and March 21st will be approved at June Board Meeting.

3. Acceptance of May 12th agenda

Motion: Sonia moved to accept the agenda for the May12th Board Meeting. Seconded: Kate

4. Public Input – Public present introduced themselves to board.

Notation: Board addressed agenda item 7. Special report on relationship with Faith Church and Item 10.g. Finance report at this point in the meeting due to time constraints by presenters.

5. PTO Report – Karen Utt

- Election of new officers took place at last PTO meeting
- May meet in June and July to address strategic plan
- Budget approved. Posted on PTO website. 34,000 budget. Specific Line item of 4,000.00 for band program.
- ISLA t-shirt will be available @ May music concert. \$6.00 donations requested to cover cost of shirt
- Summer camp scholarships- 7 families applied . Budget was re-vamped to assist all 7 families.
- Fiesta- incredible success. Generated 14,000.00
- TA's (Report given by Theresa Aleckson)
 - 4 host family applications
 - 1 application for TA has been approved. Candidate has not yet accepted position
 - Marcela Gratke will become new TA coordinator
- 4H bike rodeo coming up
- Chalet Pizza- offering Large 1-item pizza for \$6.00 on Thursday from 5-6:30 before music concert

6. Director's Report – Karen Terhaar

- Thanked PTO for chair massage given to staff in honor of teacher's appreciation week.
- Funds generated from McDonald's fundraisers will be used to buy "mobile" playground equipment.
- Attended Hopkins City Planning Meeting: need for more wood chips on playground. Signage for park consistent with other city signs for parks. Conditional use permit will be addressed at next City

Meeting to OK drop off and pick up area and bus loading area at separate locations as well as grant permission for use of park.

- 2,000.00 funds to be used for June curriculum development.
- Field Day being planned for Thursday, June 4th.
- **Submitted sponsor report to Diane Schimelpfenig. Diane will be submitting report to State. Sponsorship renewal will be addressed at future Hopkins Board Meeting.**
- **VISA approval for Dayra de la cruz Lopez has been granted.**

7. Special Report on Relationship with Faith Church – Pastor Chris Carlson –

- Expressed his support of ISLA. Would like to see ISLA continue to be housed here in the future.
- Offered to form task force to look into ISLA's needs to continue to be housed at Faith.

8. New Business – Melody

a. Approve By-Law Amendment

Copy of the proposed Amendment to Article VII of the ISLA By-laws was distributed (see attached)
Changes/corrections were noted.

Steve moved to accept the proposed amendment to the ISLA by-laws. Kate seconded. Passed unanimously.

Mark pointed out that future amendments require certification by Board Chair

b. Approve 2009-2010 School Calendar

Motion: Karen moves we continue to follow the Hopkins School calendar for the 2009-10 school year. Seconded: Passed unanimously.

Notation: ISLA school calendar will include months of July and August.

c. MACS Membership Decision

Motion: Mark moved we postpone the decision to join MACS until June board meeting. Sonia seconded. In Favor: Molly, Mark, Kate, Sonia, Melody, Samantha, Kerry. Opposed: Steve

9. Old Business – Karen Terhaar

a. Early Kindergarten Entrance Policy Update

- Policy for 2009-2010 school year (see attached)

Copy of Early Entrance Policy was shared.

Motion: Sonia moved the board adopt the following policy: To be eligible for admission to ISLA all Kindergarten applicants must...1.be 5 years old on or before September 1st of the school year OR 2. Receive a favorable recommendation from the ISLA Executive Director after having followed and completed ISLA's Early Entrance Application Procedures. Any Kindergarten applicant who meets item 1 or 2 above will be eligible for admission in accordance with the school's standard admission procedures.

Seconded: Mark Passed unanimously.

Action Item: Creation of Task Force for Long Term Policy

10. Committee Reports –

a. Communications – Eric will email copy of what was shared to board members.

Action Item: Eric will email copy of what was shared to board members.

b. Personnel – Molly

c. Strategic Planning – Sonia

Working on Draft of what was worked on this spring.

Draft of Charter School Sponsorship agreement was distributed and discussed. Changes and corrections were discussed and made to draft.

Motion: Sonia moved we present the Charter School Sponsorship Agreement as revised and discussed at tonight's meeting to Hopkins. Molly seconded. Passed unanimously.

d. Facility – Kate

- Proposal for 2009-2010 facility space use: Exhausted current possibilities for relocating to new housing site for the upcoming school year. Discussion of expanded space took place with Faith Church.

Motion: Kate moved we contribute half the cost (up to 1,750.00) to knock down the wall between the conference room and lounge that will accommodate 25 students conditioned on receiving the same per pupil rate for general education aid and lease aid that we received for 2008-09 from the state. Seconded: Samantha Passed unanimously.

Michael Valley left meeting at 7:30 pm

e. Governance – Mark

- Annual Meeting update: notice of meeting has gone out in accordance with bylaws. Board Election will take place at June 9th Board Meeting.
Notice of board candidates and officer positions: 4 Seats open: Michael running for re-election, Molly's position up for re-election.

f. Executive – Melody

Discussed early entrance policy and other agenda items for tonight's meeting.

g. Finance-

- Band-4,000 set aside for band activities. Band options has not yet been expanded to include fourth grade. Waiting to receive more feedback from parents and ISLA community before expanding program.
- Rhonda (ISLA bookkeeper) to attend future finance committee meeting. She will look into health insurance bids by working with a broker to compare rates. She will also collect info from MACS on insurance options thru them.
- Federal Grant- ends September 30th. Money is being spent on schedule.
- Stenmark- Josh is requesting fee increase of \$250/month. We are currently paying \$24,000/year fee. Annual fee with increase would be \$27,000. Josh's services include: check writing, paying invoices, ISLA bookkeeper, payroll, insurance deduction, TRA, PERA, submits info to state auditor, UFARS and MARS.
- Full Day Scholarships- currently 2 scholarships available

Motion: Michael moves the Board support a policy that each year we would budget for a minimum of 1 scholarship for full day kindergarten. Steve seconded. Passed unanimously.

11. Other Business – Melody

- Follow up on action items
- Upcoming ISLA events reminders- concert on Thursday, May 14th at 7pm

Notation: ISLA board went into closed session at 9:50 pm to discuss confidential labor matters.

Notation: ISLA Board came out of closed session at 9:55 pm.

**12. Set next meeting time – Annual Board Meeting, Tuesday, June 9th, 2009 – 6:30 pm - 9:30 pm
Adjourn**

Motion: Mark moved the meeting adjourn. Samantha seconded. Passed unanimously.