

School Board Meeting Agenda  
Tuesday, November 19, 2019  
5:00 pm  
AAHS Classroom 122

**Present:** Amy Charpentier, Josh MacLachlan, LeAnn Lindusky, David Massey, Katie Siewert, Rachael McNamara, Tenille Warren, Nate Winter - CLA (Ex Officio), AAHS TPS  
**Representatives:** Julie Peterson

**Absent:** Leann Lindusky

**Agenda**

1. Call to Order:
  - a. Amy Charpentier calls meeting to order at 5:00 PM
2. Conflict of Interest Check:
  - a. None to report
3. Approval of November 19, 2019 Agenda:
  - a. Josh MacLachlan motions to approve the November 19, 2019 - Katie Siewert seconds
  - b. Discussion:
    - i. No changes
  - c. Motion passes with following votes:
    - i. Amy Charpentier - Aye
    - ii. Josh MacLachlan - Aye
    - iii. David Massey -Aye
    - iv. Katie Siewert - Aye
    - v. Tenille - Aye

Rachael McNamara Arrives 5:08PM

4. Approval of October 15, 2019 Minutes:
  - a. David Massey motions to approve the October 15, 2019 minutes - Katie Siewert seconds
  - b. Discussion:
    - i. No changes
  - c. Motion passes with following votes:
    - i. Amy Charpentier - Aye
    - ii. Josh MacLachlan - Aye
    - iii. David Massey -Aye
    - iv. Katie Siewert - Aye
    - v. Tenille - Aye

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- vi. Rachael McNamara - Aye
- 5. Approval of October 31, 2019 Special Meeting Minutes:
  - a. Katie Siewert motions to approve the October 31, 2019 minutes - Amy Charpentier seconds
  - b. Discussion:
    - i. Met to approve proposal to switch to CLA from Edvisions
  - c. Motion passes with following votes:
    - i. Amy Charpentier - Aye
    - ii. Josh MacLachlan - Aye
    - iii. David Massey -Aye
    - iv. Katie Siewert - Aye
    - v. Tenille - Aye
    - vi. Rachael McNamara - Aye
- 6. Public Comments:
  - a. None
- 7. Financial Report: (Josh MacLachlan - Treasurer, Nate Winter - CLA)
  - a. Approval of Financial Reports for October 2019
    - i. Josh MacLachlan motions to approve the September 2019 financial reports - David Massey seconds
    - ii. Discussion
      - 1. ADM 96
      - 2. Budget for 99
      - 3. Should revise budget after new year
    - iii. Motion passes with following votes:
      - 1. Amy Charpentier - Aye
      - 2. Josh MacLachlan - Aye
      - 3. David Massey -Aye
      - 4. Katie Siewert - Aye
      - 5. Tenille - Aye
      - 6. Rachael McNamara - Aye
  - b. Approval of disbursements for October 2019
    - i. Amy Charpentier motions to approve disbursements for September 2019 - Josh MacLachlan seconds
    - ii. Discussion
      - 1. Rachael asks about jackets...

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- iii. Motion passes with following votes:
  - 1. Amy Charpentier - Aye
  - 2. Josh MacLachlan - Aye
  - 3. David Massey -Aye
  - 4. Katie Siewert - Aye
  - 5. Tenille - Aye
  - 6. Rachael McNamara - Aye
  
- 8. TPS Report: (Julie Peterson)
  - a. Enrollment:
  - b. ADM:
  - c. School Events:
    - i. Audubon trip
    - ii. Field Trips
      - 1. Life Science
        - a. Como zoo 11/15/19
        - b. MN Zoo 11/22/19
      - 2. Life Plan
      - 3. Physics
        - a. Planetarium 11/20/19
      - 4. All School trip to walker December 19
    - iii. Vikings Stadium
  - d. TPS Accountability Manager:
  - e. Staffing:
    - i. New Special Ed teacher
    - ii. New social studies teacher hired
    - iii. New hires will allow for SpEd teachers
    - iv. Many newly enrolled students are designated “level 3” which necessitates hiring one-to-one paraprofessionals.
  - f. Committees:
    - i. TPS:
      - 1. TPS considering having “mini conference” instead of going to MAAP conference
        - a. Save money
        - b. Cater training directly to the PD needs defined in PIPs.
    - ii. Personnel Committee:
    - iii. Evaluation Task Force:
    - iv. Curriculum:
    - v. Financial:

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- vi. PLC Committee:
- vii. ESSA Task Force:

9. Student Data Report – Katie Seiwert

- a. Academic measure at 53.5% for FY19
- b. Should be ready to send data to ACNW for approval to continue limited contract
- c. School ready to begin reporting measure data for current school year. Will have current data for following areas ready for next meeting:
  - i. Presentations
  - ii. Lab reports
  - iii. Reading growth
  - iv. Math growth
  - v. Attendance
  - vi. Overnight experiences

10. Committee to Evaluate Contract with EdVisions

- a. Recommended CLA for HR/Benefits administration at 10/31 special meeting.

11. Strategic Items

- a. Board member search:
  - i. No new candidates yet
  - ii. Brainstorm of places to search
    - 1. Local professional organizations
      - a. Accounting firms
      - b. Law offices
    - 2. WSP Reader (Rachael will connect)
- b. Review of updated contract proposal from CLA
  - i. Committee to Evaluate Contract with Edvisions made recommendation to switch payroll, benefits administration, and HR to CLA from edvisions at October 31 special meeting. Board approved proposal at october 31 special meeting.
  - ii. Board to approve final updated contract at December board meeting for transition to take place January 1, 2020.
- c. Update on ACNW Leaders Retreat on November 16, 2019 - Josh Maclachlan
  - i. Two TPS staff attended
  - ii. Audubon Staff articulated revised approach:
    - 1. Old approach: ACNW interact with board which interacts with school. Little interaction between ACNW directly

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2. New approach: ACNW works with both board and school directly to help build strong schools and governance systems
- iii. Board can be inquiring with professional organization to recruit members.
- d. Annual Board Training - Josh MacLachlan
  - i. Rachael and Josh will arrange annual training for December
  - ii. Will review and discuss board self evaluation to determine additional board trainings needed at
- e. Review of TPS improvement plan - Josh MacLachlan
  - i. Several areas of improvement are showing great improvement
  - ii. Board discusses how to identify items on the PIP as complete
- f. Crisis Management Policy - Second Reading
  - i. No new changes
  - ii. Action Item for next meeting
- g. Acceptable Use Policy - Second Reading
  - i. No new changes
  - ii. Action item for next meeting
- h. Updated family leave policy - Second Reading
  - i. TPS will update wording for third reading
  - ii. Action item for next meeting

### 12. Action Items

- a. Approval of current academic data report for submission to ACNW
  - i. Josh motions to approve current academic data report for submission to ACNW - David Massey seconds
  - ii. Discussion
    1. Board wants to first check with ACNW to verify data is in acceptable format
  - iii. Josh Rescinds motion
- b. Dissolution of Committee to Evaluate Contract with EdVisions
  - i. Amy Charpentier motions to dissolve committee to Evaluate Contract with EdVisions - Katie Siewert seconds
  - ii. Discussion:
    1. Committee has made recommendation
  - iii. Motion passes with following votes:
    1. Amy Charpentier - Aye
    2. Josh MacLachlan - Aye
    3. David Massey -Aye
    4. Katie Siewert - Aye
    5. Tenille - Aye

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6. Rachael McNamara - Aye

- c. Establishment of Committee to Negotiate Building Lease
  - i. Josh motions to establish committee to Negotiate Building Lease - Amy seconds
  - ii. Discussion
    - 1. Lease is up in July of 2020
    - 2. New lease needs to be negotiated
    - 3. Members: David Massey, Josh MacLachlan, Rachael McNamara
  - iii. Motion passes with following votes:
    - 1. Amy Charpentier - Aye
    - 2. Josh MacLachlan - Aye
    - 3. David Massey -Aye
    - 4. Katie Siewert - Aye
    - 5. Tenille - Aye
    - 6. Rachael McNamara - Aye
- d. Establishment of Task Force to Organize Board Training
  - i. Josh motions to establish task force to organize board training - Amy Charpentier seconds
  - ii. Discussion
    - 1. Josh needs help organizing training
    - 2. Josh does not have specific roles defined for other task force members
    - 3. Formal task force not necessary at this point. Josh will update as needed.
  - iii. Josh Rescinds motion

13. Adjourn

- a. David Massey motions to adjourn at 6:16PM