

School Board Meeting Agenda
Tuesday, April 21, 2020
5:00 pm
AAHS Classroom 122

Present: Josh MacLachlan

Present Remotely (via Zoom meeting):, Rachael McNamara, Tennille Warren, Katie Siewert, Nate Winter - CLA (Ex Officio), AAHS TPS Representatives: Aimee Plueger

Absent: David Massey, LeAnn Lindusky, Amy Charpentier

Agenda

1. **Call to Order:**
 - a. Amy Charpentier calls meeting to order at 5:00 p.m.

2. **Conflict of Interest Check:**
 - a. None to report

3. **Approval of April 21, 2020 Agenda:**
 - a. Josh MacLachlan motions to approve the April 21, 2020 agenda with addition of item 6c, “Review of FY 21 budget proposal”, and removal of the typo in item 11a - Rachael McNamara seconds
 - b. Discussion:
 - i. No further changes
 - c. Motion passes with following votes:
 - i. Josh MacLachlan - Aye
 - ii. Rachael McNamara -Aye
 - iii. Tenille Warren - Aye
 - iv. Katie Siewart - Aye

4. **Approval of March 17, 2020 Minutes:**
 - a. Katie Siewart motions to approve the March 17, 2020 Minutes - Rachael McNamara seconds
 - b. Discussion:
 - i. No further changes to note
 - c. Motion passes with following votes:
 - i. Josh MacLachlan - Aye
 - ii. Rachael McNamara -Aye

School Board Meeting Agenda & Minutes
Tuesday, April 21, 2020

- iii. Katie Siewart - Aye
- iv. Tenille Warren - Aye

5. Public Comments:

- a. Nalani McCutchen from Osprey Wilds (formerly ACNW) present remotely to observe meeting
- b. Kaitlin (landlord) present remotely to observe meeting

6. Financial Report: (Josh MacLachlan - Treasurer, Nate Winter - CLA)

- a. Approval of Financial Reports for March 2020
 - i. Katie Siewart motions to approve the March 2020 financial reports - Rachael McNamar seconds
 - ii. Discussion
 - 1. Revenues at 78% for year, expenditures at 82% for year. Overages seen from benefits and payroll changes. Consistent with expectations.
 - 2. Will include reports referencing working budget (ADM 95 moving forward)
 - iii. Motion passes with following votes:
 - 1. Josh MacLachlan - Aye
 - 2. Rachael McNamara -Aye
 - 3. Tenille Warren - Aye
 - 4. Katie Siewart - Aye

Amy Charpentier arrives via Zoom at 5:26 pm

Amy Charpentier drops from meeting at 5:27 pm (technical issues)

- b. Approval of Disbursements for March 2020
 - i. Katie Siewart motions to approve disbursements for March 2020 - Josh MacLachlan seconds
 - ii. Discussion
 - 1. No issues to note
 - iii. Motion passes with following votes:
 - 1. Josh MacLachlan - Aye
 - 2. Rachael McNamara -Aye
 - 3. Tenille Warren - Aye
 - 4. Katie Siewart - Aye

School Board Meeting Agenda & Minutes
Tuesday, April 21, 2020

- c. Review of FY21 budget proposal
 - i. Uses ADM of 99
 - ii. No raises for staff
 - iii. Accounts for all line items and costs not formerly budgeted for including
 - 1. Marketing
 - 2. Technology
 - 3. Misc food
 - 4. Etc.
 - iv. Increases fund balance
 - v. Concern: 99ADM was original FY20 budget but school did not meet this goal
 - 1. Marketing committee established
 - 2. Comprehensive marketing plan & marketing budget focused on increasing enrollment
 - 3. Persuing hybrid options to increase enrollment
 - 4. Continuing open houses, mailings, and other initiatives that have helped enrollment

7. Ex Officio Report: (Julie Peterson)

- a. School Events:
 - i. Distance Learning Updates
 - 1. Daily 9am meetings to manage issues related to distance learning
 - 2. Questions:
 - a. Attendance
 - 3. Surveys sent to students families to analyze needs/satisfaction with distance learning program
 - 4. Nalani McCoutchen given the floor:
 - a. ELP Data - Hold harmless
 - b. Academic Data - Hold harmless
 - ii. Marketing Plan Updates
 - 1. Working with consultant (pro bono) to conduct SWOT analysis and focus marketing strategies to specific potential students/families.

8. Student Data Report –Katie Siewart

- a.

9. Strategic Items

- a. TPS PIP Review
 - i. Item 1 can be moved to complete
 - ii. Item is still in progress and we will continue to evaluation

School Board Meeting Agenda & Minutes
Tuesday, April 21, 2020

- iii. Survey item moved to complete
- b. Review of TPS FY20 Evaluation Narrative from TPS
 - i. Eval needs to be finished for next board meeting
 - ii. Covid context
 - iii. TPS can always do better. NI is indication of major deficiency.
 - iv. Board wants TPS to prove how they are making pre
 - 1. Example - Finances: What specifically has changed? “Committee meets X times per month and has implemented Y”
- c. Update from task force developing “Hybrid Program”
 - i. Met with Stacy bender for CCS
 - ii. Considerations/goals
 - 1. Provide best set of learning options for students
 - 2. Allow for maintaining and increasing ADM
 - 3. Possible to have physical and online pathways
- d. Updates to family leave policy - Second Reading
 - i. No additional notes
- e. Updates to religious accommodations policy - Second Reading
 - i. No additional notes
- f. Updated Code of Conduct Guidelines - Second Reading
 - i. No additional notes
- g. Board Training: (30 min limit)
 - i. Reflection on assigned board training modules in mncharterboard.com
 - 1. Financial management:
 - a. Provided better context for “Pupil units”
 - b. “Working budget” is something board can add to financial reports
 - 2. Develop a board development plan
 - a. Training can be focused
 - b. Self-evaluation is useful tool to help board improve.
 - 3. Evaluating school leadership
 - a. Rubrics examples were detailed and helpful. Josh and Rachael will review
 - ii. Assign training modules for next board meeting
 - 1. Finish financial management modules (2-3)
 - 2. Marketing training at the next meeting

10. Action Items

- a. Approval of FY21 budget

School Board Meeting Agenda & Minutes
Tuesday, April 21, 2020

- i. Josh MacLachlan motions to approve the FY21 proposed budget - Katie Siewart seconds
- ii. Discussion
 - 1.
- iii. Motion passes with following votes:
 - 1. Amy Charpentier - Aye
 - 2. Josh MacLachlan - Aye
 - 3. Rachael McNamara -Aye
 - 4. Tenille Warren - Aye

11. Adjourn

- a. Rachael McNamara Motions to adjourn at 6:52PM