

Augsburg Fairview Academy Board of Directors Minutes, 8.28.15

Open session 12:17 – 2:31 PM

OPEN SESSION

Attendance

Heidi Anderson	Virginia McCarthy	Regina Pekarek	Liz Saunby
Max Clark-Vail	Tom Matuseski	Vasileios Serefeas	Tara Howard
Joan Curtis	Dusty Lee	Louis Smith	
Dawn Jenkins	Kelsey Nelson	Peg Finders [Augsburg]	

Meeting Record

Tom motions to approve last month's minutes, Bill seconds, ayes have it.

- Dawn Jenkins: Finance Report
  - June, July and August are always fuzzy because of the changing of the fiscal year
  - We projected a \$10,000 loss in June, but still had a good cash balance
  - Only state revenues are posted; they look good. Federal revenues are not approved yet; the due date is September 1st. Once submitted, should be approved in one month
  - We paid out some extra money for curriculum work this summer
  - We are working on a new "in-progress budget". Some line items are \$3000 set aside for school coordinator, \$10,000 set aside for tech support, and \$4,000 set aside for school servers

Motion to accept Report; Joan moves, Tom seconds, ayes have it.

- Max Clark-Vail: Treasurer Report
  - No discrepancies for June or July, everything is good

Terra Howard arrives - 12:32

- Peg Finders: Augsburg leaving as authorizers
  - Augsburg is leaving as authorizers because they no longer have the ability to so, have failed to maintain it. If they had stayed on as authorizers and failed to maintain the position, all Charters would have been dropped and left in a bad position. We left early because it gives our Charters an extra 18 month to find a new authorizer. We will support and help our schools during this process.
  - We want to stay with AFA as long as possible
  - We have contacted all state authorizers to provide AFA with a list [provided list and timeline], advise to contact as many as possible to begin the conversation about a new authorizer. Augsburg can also help with contacting authorizers
  - Right now, we suggest Pillsbury as a good choice
  - A team of people will be coming in to write a report on AFA and the Board that will help authorizers understand the AFA mission and what help we need

- Louis: Pillsbury is a likely best fit for AFA
- Heidi: We have meetings scheduled with Pillsbury in the first 2 weeks of September. They seem to have many requests, but they are willing to meet with us to see if we are the right fit for their goals. We are also trying to get in touch with St. Thomas and Novation as potential authorizers
- Peg: There are 17 charter schools looking for authorizers right now, and many authorizers are getting out of the business
- Louis: Pillsbury seems like a great fit, and they also work with Augsburg college, which will hopefully be a good in for our school
- Peg: Augsburg is committed to AFA in the long term, even after the transfer of authorizers
- Feb. 2 is the deadline for all schools to find a new authorizer
  - Peg: We are not leaving because of our charters, it is because we can no longer maintain good authorizer status
  - Heidi: This a unique opportunity for us to grow in a new direction. [Shows letters of introduction for Pillsbury, Novation, and St. Thomas.]

Tom moves to accept letters, Joan seconds. Dusty suggest sending more than the original three, ayes have it, motion carries.

- Heidi Anderson: Finance Committee Report
  - New staff salaries are lower this year than last year
    - Tom: Because of the \$4,000 used for new servers, we have actual servers for the first time here at AFA. We have one server for staff and one server for students. We also have a new tech team willing to help us; it is a private company consisting of about 7 people.
  - We are looking into streamlining the number of companies involved in our printers/copiers at the school. We currently have 3 copiers and numerous small printers, and between those we have several companies helping us. We would like to go to a single company to save money for the coming year
  - Credit Cards: We are going to have three cards; one for Heidi, Sarah, and Katie. Heidi's card limit will be raised from \$2000 to \$5000 dollars. We have \$800-900 of rewards among the cards, which we would like to cash for a fun year-end event
  - Cell phones: We are now paying for only five lines, and we are with Sprint instead of T-Mobile. This costs us \$150 a month. We are still having issues with T-Mobile, and they are making it very hard for us to cooperate with them - we are stuck with them for another 22 months, and they are being poor partners for us. We are currently trying to transfer our eRate money from T-Mobile to Sprint

Tom moves to accept the report and raise Heidi's credit card limit, Dusty seconds, ayes have it.

- Liz Saunby: Recruitment Report
  - Katie and I are the two main recruiters this year. There were plenty of supplies left over from summer. We had some very successful advertisements, and we would like to spend more money on ads next year if possible.

- Our work has gotten us 60 new students, and 21 old students re-enrolled - up from a total of 8 at this time last year. We may also see an influx of students from Cedar Riverside; there may be about 30 new students from there
  - Heidi: Summer recruitment went great and Liz and Katie did a wonderful job. We are excited to have both new and old students back in school
  - Louis: I'd like to help you strengthen your relationship with the Somali population
- Heidi Anderson: 2015-2016 Budget
  - Not much new to discuss, other than the \$4000 spent on servers and the lower pay for new teachers
    - Virginia: Should we use the extra money to increase next year's recruitment budget
      - Heidi: We can look into that at the end of this year after we see how well this year's recruitment actual does and whether more is needed
- Heidi Anderson: By Laws
  - We should go through the by-laws section by section to see if they need to be adjusted
    - Virginia: We have a lot on our plate, and should push by-laws back to next year
    - Dusty: We should start refreshing the Board on the by-laws
    - Louis: We could create a committee to look over the by-laws and address this issue

Louis and Max agree to be on the committee, Joan motions to accept proposal, Virginia seconds, ayes have it.

- Virginia McCarthy: Board Transition Report
  - We have three main points
    - The Board needs to work better together
    - We need to develop stronger relationships among Board members
    - We need to improve communications
  - We should also formulate a process to search for a new ED. To start the process we should define the AFA way, which is "Education, Equity, Helping with the Achievement Gap, and Restorative Justice." We should also start considering some form of HR Department
    - Max: Social justice is also important to AFA, and we should include that as a factor when looking for a new ED
  - Board agree that the ED position should be posted by Nov. 1, and agrees to create a search committee later
- Dusty Lee: Interim Lead Teacher Report
  - It has been a busy start to the new school year. I feel Heidi and have worked well together, and she is a good mentor and guide. I look forward to trying new methods, and reforming some of the old processes
    - First, security was increased by replacing all locks

- Second, we will have new Friday classes for elective credits
    - We are running at capacity with all rooms being used for teaching
  - I want to stay focused on all our new students this year, and give as much help as possible to the new math teacher, Katie Smith
  - We also have a new Social Studies teacher in Carlie Wick
  - RAP training went well this year for all teachers
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- Terra Howard: Inside Directors Report
    - The energy is up, training went well, and students are excited to come back this year

Tom moves to approve new hires, Terra seconds, ayes have it, motion passes.

Next meeting will be September 25, 2:30-4:30.

Meeting adjourns at 2:31.