

Augsburg Fairview Academy Board of Directors Minutes, 9.25.15

Open session 2:39 – 4:15 PM

OPEN SESSION

Attendance

Heidi Anderson	Tara Howard	Regina Pekarek	Liz Saunby
Max Clark-Vail	Tom Matuseski	Vasileios Serefeas	
Joan Curtis	Dusty Lee	Callie Jacobs (GK Consulting)	
Sue Hageness	Sarah Jergenson	Glory Kibble (GK Consulting)	

Meeting Record

Tom Matuseski is Temporary Chair.

Vasileios moves to accept last week's minutes, Tara seconds, ayes have it.

Joan Curtis arrives at 2:44PM

- Heidi Anderson: August Finance Report
 - Current ADM is at 144, which is a jump in attendance and has provided a larger-than-normal cash balance for this time of year. Our fund balance is 15% over, and is good for now.
 - We have met our goal of creating a fund balance which is greater than the yearly holdover from the state. Our new goal will be a 20% fund balance.
 - AFA has had a few additional expenditures so far, but that is normal for the beginning of the school year, and everything is in order for the current working budget

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

- Max Clark-Vail: Treasurer Report
 - No discrepancies for August. Payroll is slightly higher over the summer because of recruitment efforts and SPED teachers working extra summer hours. Otherwise everything is fine.
- Glory and Callie: Charter authorizer transfer
 - AFA needs to get our profile report out to as many potential new authorizers as possible. Within this report AFA should include our contact goals, and after they (Glory and Callie) see it, it can be sent to the Department of Education. They will be working on this report with Heidi, and want to give us as good a chance as possible at reauthorization.
- Heidi: Authorization options
 - Heidi met with Pillsbury United Communities, and the meeting went very well. She sees them as the best fit for supporting our student demographic.

- Next she met with the Minnesota Guild of Public Charter Schools, who got in touch with AFA to consider them as authorizers rather than Pillsbury, as they are excited to be taking on more schools right now.
 - The third authorizer, Ovation, had their first packet due by October 1st and also seemed like a good potential fit for AFA.
 - AFA will be applying with all three organizations. So far things look promising, and we should know more by sometime in November. In addition, the Guild and Pillsbury are willing to come present to the AFA School Board.
- Heidi: Interim Executive Director's Report
 - Finance Committee Report
 - We have moved past the TMobile/ERate issues.
 - We have increased the Gen Ed para salaries this year because they were in the wrong lane last year
 - Tara has increased from .8 to 1.0FTE, which will increase her salary
 - We will be buying out the lease for our upstairs copier, which will cost less money than leasing the three machines, which we are currently doing
 - Dusty: We will also be saving money by cutting the afterschool program to two nights a week
 - We have a new Friday elective; Spanish with Ms. Pottratz from 10-2 in Quarters 2, 3, and 4. We will be paying her roughly \$30/hour at five hour per week. The finance committee has agree this is a good investment, and this money will be paid mostly with savings from last year

Joan moves to accept the Finance Committee Report, Sue seconds, ayes have it.

- Liz: Enrollment and Attendance Report
 - We should be at 132 enrolled by the end of next week, and we have had between 70-90% attendance in the opening few weeks.
 - It is roughly 72% on a daily basis, and some students who have dropped now will likely show up later in the year to re-enroll – our highest numbers usually happen between the months of December and January.
- Glory: Executive Director Considerations
 - Augsburg wants to make sure AFA is well-situated legally: Charter schools can have a ED without Administrative Certification, but they must hold a provisional license
 - Heidi: I am working on my licensing: I have created a proposal document for the MDE to speed to process of getting a provisional license, and would like Board approval on the document

Vasileios moves to approve document, Tara seconds, ayes have it.

- Heidi asks the Board to allow Dusty to work with her on a similar document for his further certification.

Joan motions, Regina seconds, ayes have it.

- Heidi: As a Board, we all require more training. Dawn Jenkins will be coming in sometime in November to discuss finances so we can all train as a group.
- Heidi: Academy Goals
 - We need to increase our MMR
 - We want to increase our percentage of students who are performing at grade level. We have to show that our students are transitioning to some kind of secondary schooling after high school is over, be it college or technical schools. Our students are moving slower than our goals, but we are making progress
 - Glory: Future authorizers are going to look at how AFA is moving forward, not what they have done in the past, so forward progress is a positive.
 - As of right now, the annual report for our upcoming authorizers is 80% complete.

Vasileios moves to accept the report, Joan seconds, ayes have it.

Joan moves to accept the Executive Director's Report, Max seconds, ayes have it.

- Regina: Interim Transition Planning Committee Report
 - Discussed what qualities they would like to see in future Executive Directors.
 - A survey was created; Committee would like to digitally send it to all Board members to be completed to for review as soon as possible.
 - Committee has determined that AFA needs to begin the Executive Director search, so Committee will disband and a new search committee will need to be created.
- Dusty: Interim Lead Teacher's Report
 - 7th hour has had improved attendance this year compared to previous years
 - I have been creating graduation plans for as many students as possible and plan to have continuing graduation plan meetings with them throughout the year. Ms. Alex has been helping with student meetings.
 - RTI data is in, and new interventions will be discussed accordingly.
 - Friday classes have gone very well, and students really enjoy being able to pick their Friday classes.
 - The Quarter ends October 30th
 - We have hired a new Gen Ed para, Natalie, who has transitioned well. Natalie will be working more with the reading and writing components, and Mr. Sergeant will be working more with the math components.

Joan motions to approve the new hire of Natalie Edwards, Tara seconds, ayes have it.

- Tara: Inside Director's Report
 - The first Family Night went well, morale is high and students are doing high quality hard work.
 - More freshmen are coming in this year and space is an issue.

- Sue says that she would like to resign for personal reasons as well as her job, but will stay on until new elections in December.

October Board Meeting date is set for October 23 at 2:10PM

Joan moves to adjourn, Sue seconds, the ayes have it.

Meeting is adjourned at 4:15PM