

Augsburg Fairview Academy

Minutes for Board Meeting

May 20, 2011

Members Present: Anne Kaufman, Sue Hageness, Laura Beeth, Heidi Anderson, Ron Bentley, Lori Walz, Bart Johnson, Jess Niemand

Ex Officio: Bill Spira, Executive Director

Guests: Jill Moline, School Business Solutions

1. Dr. Kaufman called the meeting to order at 12:00 PM.
2. VOTED to approve the minutes of the April 15, 2011 meeting.
3. Financial Report
 1. Ms. Moline reviewed the financial report from March, and reported that the budget remains balanced and that cash flow projections looked good through the end of the fiscal year. She also discussed a mistake in accounting for a portion of the school's lease aid payment from FY2010 that is expected to result in a substantial, positive adjustment in the school's fund balance, perhaps as much as \$40,000.
 2. Ms. Anderson presented the Treasurer's review of disbursements for February (checking account, credit card, payroll) and reported no issues except one receipt that she was unable to confirm because it had been taken by the Operations Manager to follow up on a pending account receivable issue. This receipt will be reviewed when it has been returned to the files.
4. Dr. Spira proposed a set of line item revisions to the FY2011 budget, discussed the reasons why the changes were needed, and answered questions from the directors about the proposed changes. The revised budget will yield an overall increase in the ending fund balance for FY11 of \$6,122. Dr. Spira moved approval of the revised budget. The motion was seconded by Ms. Hageness and approved unanimously.
5. Executive Director's Report
 1. Dr. Spira reviewed the status of state funding for FY2012 and suggested that the education finance bill coming out of the legislature promises a slight increase in the Academy's per pupil funding. However, the likelihood is that Governor Dayton will veto this bill and that the legislature will be called back into special session later in June to continue working on a final budget.
 2. Dr. Spira also mentioned that the Governor had just signed legislation into law extending the time for charter school authorizers to gain state certification for another year. This creates a safety net for the school and Augsburg College if the latter's application to be an authorizer runs into any further delays at the state. Dr. Kaufman also took a few minutes to elaborate on the status of this application from her vantage point in the college.
 3. The Academy's enrollment stands at 125 and the annual average membership is now certain to be at least the 110 on which the FY2011 expenditure budget is based.

4. Dr. Spira reported that next year's lease aid application was complete with the exception of a conflict of interest disclosure form relating specifically to the school's landlord. All directors present at the meeting signed a declaration that no conflict of interest existed for them in this context.
 5. Dr. Spira reported on the history of AFA's enrollment since its first year in 2005-06 and, particularly, in context of the school's efforts over the years to recruit new students. This history formed the context for Dr. Spira's report on this year's highly successful student recruiting campaign, which was managed by Ms. Faaria Husain. At total of 35 current students were responsible for recruiting 55 students since the first day of the school year. Overall, 90% of those recruited are finishing the year with AFA and represent a total of almost 25% of the school's overall enrollment for the year. In dollar terms, this enrollment represents nearly \$300,000 of the school's revenue and was achieved at a recruiting cost of less than \$8,000.
 6. Dr. Spira discussed five key initiatives planned for next year to improve the academic success of AFA students and distributed a written summary of an independent initiative, called "Connecting the Circle", that he and Ms. Walz are working on for next year to address the issue of helping to reconnect students who have dropped out of high school.
6. Inside Directors' Report – The following issues were briefly presented
 1. Ms. Anderson reported on History Day, Stock Market Game, and a field trip to the History Center
 2. Mr. Johnson reported on the Response To Intervention initiative and the gains made in both math and reading among participants.
 3. Ms. Niemand reported on preparations for graduation, the success of the Awards Ceremony, and the wellness program's purchase of new physical education equipment.
 4. Mr. Johnson reported on projections for students graduating this year, as well as the Academy's prospects for making AYP on the state reading and math tests.
 7. Board Actions
 1. APPROVED, unanimously, the school's wellness policy for 2011-12; motion by Dr. Spira, second by Ms. Hageness
 2. APPROVED, unanimously, a proposal to name Park Midway Bank as the school's official bank for FY2012 and to authorize new signature authority on the school's account; motion by Dr. Spira, second by Mr. Johnson:

To approve the continuation of Park Midway Bank as the school's bank, with the Executive Director or his designee authorized to execute electronic fund transfers.

To revoke the current signature authority for the school's checking accounts at Park Midway Bank for all persons with the sole exception of the Executive Director, William M. Spira, and, then, to grant new signature authority for the school's checking accounts to the following individuals in addition to the Executive Director:

Anne Kaufman, Board President

Heidi Anderson, Board Treasurer

3. APPROVED, unanimously, a proposal to award the contract for conducting the school's FY2011 audit to Chuck Rinkey, Ltd. for a fee of \$7,300.00; motion by Dr. Spira, second by Mr. Johnson.
4. APPROVED, unanimously, a proposal to continue the school's current lease at 2504 Columbus Avenue, Minneapolis MN 55404, with Messiah Lutheran Church with no changes to the existing terms and conditions; motion by Dr. Spira, second by Ms. Hageness.
5. TOOK UNDER CONSIDERATION a proposal to accept the draft conflict of interest disclosure form presented at the April meeting; motion by Dr. Spira, second by Ms. Hageness. APPROVED, unanimously, a motion to POSTPONE CONSIDERATION to June meeting; motion by Dr. Spira, second by Ms. Anderson.
6. APPROVED, unanimously, a proposal to change the AFA by-laws to insert language creating and defining the AFA Partnership and its role in school governance; motion by Dr. Spira, second by Mr. Johnson.
7. TOOK UNDER CONSIDERATION the motion to accept the draft FY2012 budget that was postponed from the April meeting. Following discussion of salary policies on which the budget is based, the board APPROVED, unanimously, a motion to POSTPONE CONSIDERATION to the June meeting; motion by Dr. Spira, second by Ms. Anderson.
8. The next meeting of the board was confirmed for Friday, June 10, at 12:00 pm in the AFA conference room.
9. Dr. Kaufman adjourned the meeting at 2:50PM

Secretary: Bart Johnson