

Augsburg Fairview Academy

Minutes for Board Meeting

August 25, 2011

Members Present: Anne Kaufman, Sue Hageness, Heidi Anderson, Bart Johnson, Jess Niemand, Kendra Perry

Ex Officio: Bill Spira, Executive Director

Guests: Ann Yang and Jill Moline, School Business Solutions

1. Dr. Kaufman called the meeting to order at 12:00 PM.
2. VOTED unanimously to approve the minutes of the June 10, 2011 meeting.
3. Financial Report
 1. Ms. Moline reviewed the tentative end-of-year financial report from June, and reported that the budget remains balanced and that cash flow projections looked good through the end of the fiscal year.
 2. Ms. Anderson presented the Treasurer's review of disbursements for May and June (checking account, credit card, payroll) and reported no issues.
4. Executive Director's Report
 1. Final action by state and MDE will provide accelerated payments in FY2012, which removes any serious difficulties with cash flow for the first half of the year. The school needs to begin planning for covering its cash flow needs once the final payment from the state for the year is received at the end of February, 2012.
 2. The enrollment as of 8/25 is between 110 and 120 students actually registered or in the process. An additional net 20 students are expected to enroll between now and the second week of school (9/15). Additional recruiting efforts, including an energized student recruiting bonus campaign, are being implemented to avoid a shortfall in our target enrollment of 160 by the time the school makes its first report to the state (9/30).
 3. Dr. Spira reviewed important changes in charter school law, including more rigid rules concerning board membership.
 4. Dr. Spira previewed the key initiatives for which he will be responsible in the coming school year. These include: federal research project application due by 9/22; the school's annual report due 10/1; changes in governance and management policies in response to new state law; the new charter contract with Augsburg College; and updating the school's policies and operations guidelines.
5. Lead Teacher's Report:
 1. Mr. Johnson reviewed the extensive work done over the summer to develop and implement important, new programs such as "Check & Connect" (attendance) and Talking Circles/advisories.
 2. Mr. Johnson also reported on the renovations that had been made to the large room on the upper floor to accommodate meal service and improved classroom space. Students will begin the new year with a closed lunch service and will earn open lunch privileges through attendance and performance.

3. Mr. Johnson previewed the academic initiatives for the coming year, including: a Response-to-Intervention program leading to 1.5 years growth in reading and math; targeted prep support on Fridays for the MCA math test; Check & Connect leading to 90% attendance in all classes; Restorative Justice and Peacekeeping through talking circles and advisories.
6. Inside Directors' Report
 1. Inside Directors reported on their involvement in a number of summer initiatives, including: professional development (Developmental Design, Circle of Power & Respect, TOP, Paideia Seminar, food service certification); involvement in the Scrubs Camp (with Fairview Health Services) and planning for new activities during school year (History Day, new student clubs).
7. Board Actions
 1. VOTED unanimously to extend the board's thanks to Laura Beeth for arranging a generous donation of \$5,000.00 in July for AFA program support from the Fairview Foundation.
 2. VOTED unanimously to approve the basic contract language for FY12 employment contracts as amended by board action during consideration (approved copy attached).
 3. VOTED unanimously to approve a revised policy to base student grade placement on credits earned rather than years since beginning high school (approved policy attached).
 4. VOTED unanimously to postpone indefinitely a proposed salary increase brought for consideration and VOTED unanimously to send the matter back to the Partnership and direct the Partnership, if it wishes, to draft a loyalty bonus policy for all employees to be submitted to the board for future consideration with the understanding that a loyalty bonus implemented within the current fiscal year may or may not be retroactive to the beginning of the year.
 5. Individual board members signed an updated conflict of interest statement to be kept on file with the official board documents.
 6. Set the time and date of the September board meeting from 8:00 to noon on Friday, Sept. 23, with the first two hours to be dedicated to a joint board-staff workshop on school governance, management, and finances.
8. Other Business
 1. The Executive Director suggested that the board schedule a tentative review and revision of FY12 budget for the September meeting.
 2. The Executive Director suggested that the board schedule a review and consideration of board vacancies for the September meeting.
9. The meeting was adjourned at 2:30 PM.

Bart Johnson, Secretary

Date