



Excell Academy
Board Meeting
Date: 11.29. 2018

Board Members:

		<u>Term. Beg/End</u>
John Allen	Chair, Community Rep.	July 2018/21
Oliver Spraggins	Vice Chair, Community Rep.	July 2016/19
Casey Morrisette	Treasurer, Community Rep.	July 2018/19
Katy Yelle	Secretary, Teacher Rep.	July 2017/20
Steven Cole	Community Rep.	July 2016/19
Edna Granger	Community Rep.	July 2018/21
Monica McGill	Parent Rep.	July 2017/20
Jartue Kroma	Teacher Rep.	July 2018/21

Attendance:

- *Present Board Members-* John Allen, Oliver Spraggins, Katy Yelle, Edna Granger, Monica McGill, Jartue Kroma, Steven Cole, Casey Morisette
- *Ex-Officio-* Sabrina Williams
- *Guest Attendance-* Nichole Schmidt- CLA, Michael Duderall-CLA, Rhianon Sargent-ACNW, Sharleen Blanco, Tom Anderson, Cassandra Holbrook, Justin Balvin, Shalonda Gordon, Candace Dunbar
- *Absent Board Members-* Monica McGill

Approvals & Discussions:

I. Welcome

A. Call to order: at 5:33 pm by Chair, John Allen

Quorum: Yes, 7 of 8 members present

B. Consent Agenda:

1. October Meeting Minutes- Katy Yelle motioned to accept minutes as written, John Allen seconded the motion. Motion passes unanimously.

II. Financial Responsibility:

A. October Financial Statements

There is a significantly lower enrollment than anticipated. Administration has been acting accordingly based on the enrollment numbers; for example there were positions that were to be hired and now are no longer open. Currently waiting to draft revised budget based on input from MDE, draft will be available at the January meeting and then approved at the February meeting. Audit has been filed and the 2017-2018 fiscal year is officially closed. The finance committee will be meeting soon. Attempting to recruit

students in the one grade level with space available (first grade). It was noted that the single 6th grade class is stunting the growth of the Middle School program and the school currently doesn't have the space to expand to accommodate an additional 6th grade classroom. There is a meeting to discuss space/expansion with the city of Brooklyn Park November 30.

John Allen motioned to approve October Financial Statement, Edna Granger seconded the motion. Motion passes unanimously.

B. MACS Membership Dues

Board questioned the enrollment numbers used on the invoice since they were greater than our current enrollment, but noted that it would like to continue to be a part of MACS.

Edna Granger motioned to approve 2019 membership dues with corrected student count, John Allen seconded the motion. Motion passes unanimously.

III. Governance/Operations:

A. Contractual Goal Reporting

1. Fall MAP & FAST data update- Tom Anderson

Board discussed if the school was meeting the 65% MAP growth target typically. The board also discussed the data which showed the positive impact that is shown with more years at Excell Academy. The board was interested in how students are doing after they leave and/or graduate from Excell Academy. Currently the data is anecdotal but the school is looking to better track alumni in the future.

2. EE goal Update- Sharleen Blanco

The SEED committee updated the board on current progress towards meeting the school's EE goals. The EE coordinator, Sharleen Blanco, also noted that she will be meeting with Administration to help plan for new goals that would be included in the new contract. The board requested to be included in future SEED newsletters.

B. Policy Review

1. Policy D- Executive Committee Roles

The board had an engaging discussion around several components of the policy. The board is in the process of determining whether or not the Secretary position is considered part of the Executive Committee and therefore should attend the Executive Committee meetings. Similarly, the board discussed whether or not this policy limited the participation of others on the committee. It was also discussed if a Vice Chair description should be included. The board discussed a clear timeline and process for items to be on the agenda: requests should be sent to the Board Chair and Secretary, draft agendas would be sent to the board two Mondays before the Board meeting and Board Packets would be sent on the Friday before the Board meeting to allow members more time to review documents.

IV. Ambassadorship & Development Committee Report:

The committee did not meet but the board discussed fundraising. Casey Morrisette is looking into different popcorn and candy sales. He will draft a letter to see who would be interested in helping sell.

Give to the Max day went well, a full update should be at the next meeting.
Parent Ambassador meeting earlier in November was successful.

V. Director Monitoring and Evaluation Committee Report:

No report, committee has not met.

VI. Board Training

A. Report from Board Members attending ACNW retreat on November 10, 2018

Edna Granger and Katy Yelle spoke about sessions they attended and shared some of the handouts as well as information sent out by ACNW. Edna Granger shared about meeting topic frequency as well as looking into training for staff and the board to be more effective at meeting EE goals. Katy Yelle shared about the new NorthStar Accountability system based off of ESSA which will be how schools are identified for targeted support.

B. Contract Renewal Process

Rhianon Sargent from ACNW reviewed the contract renewal process with the board. A large team will be coming to the school on December 12th to do observations and interviews. The school will receive an evaluation January 7th, and the board can review and comment on the evaluation. In mid-February ACNW board will meet and Excell Academy should learn the results within 24 hours.

Adjournment:

- **Meeting adjourned at 7:37 pm.**

Casey Morrissette made the motion to adjourn the meeting at 7:37 pm, Steven Cole seconded the motion. Motion passes unanimously.

- **Confirmation of date and time of next meeting:** Thursday, January 24, 2018 at 5:30 PM

John Allen, Board Chair

Date