



Excell Academy
Board Meeting
Date: 1.24. 2019

<u>Board Members:</u>		<u>Term. Beg/End</u>
John Allen	Chair, Community Rep.	July 2018/21
Oliver Spraggins	Vice Chair, Community Rep.	July 2016/19
Casey Morrissette	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, Steven Cole
- *Ex-Officio-* Sabrina Williams
- *Guest Attendance-* Michael Dudero-CLA, Rhianon Sargent-ACNW, Sharleen Blanco, Candace Dunbar
- *Absent Board Members-* Casey Morrissette, Jartue Kroma

Approvals & Discussions:

I. Welcome

- A. Call to order:** at 5:33 pm by Chair, John Allen
Quorum: Yes, 6 of 8 members present

B. Consent Agenda:

- 1. November Meeting Minutes-** Edna Granger motioned to accept minutes as written, Monica McGill seconded the motion. Motion passes unanimously.

II. Financial Responsibility:

A. November & December Financial Statements

Katy Yelle asked if the percentages of expenses and revenues reflect the decrease in student enrollment, and if they do not would that mean we are not actually in line with our target percentages. Michael Dudero-CLA will look into it and give an answer for the board at the next meeting. The updated budget is still waiting on final numbers from MDE.

John Allen motioned to approve November and December Financial Statement, Monica McGill seconded the motion. Motion passes unanimously.

III. Governance/Operations:

A. Contractual Goal Reporting

1. Attendance Update

Sabrina Williams presented on the school's attendance rate. The state of Minnesota and contractual goal require at least 90% attendance rate. Last year attendance rate was 88% which was very low and not typical of the school. One area of concern was 67% in PreK. The Board discussed processes for students with attendance issues as well as incentive ideas.

2. EE goal Update- Sharleen Blanco

The Board shared ideas and concerns with the SEED committee as far as current initiatives.

B. Calendar Committee Presentation- Katy Yelle, Monica McGill

1. The calendar committee presented the timeline and process for next year's calendar. Their plan this year is to provide electronic and paper survey options to families and begin collecting responses during Parent-Teacher Conferences. Monica McGill will lead the survey collecting and any board members interested in assisting with this during conferences should contact Monica McGill.

C. Policy Review

1. Policy E- Board Committee Principles

The board had an engaging discussion around several components of the policy. The board reflected that it had not followed the policy when it created the Pilot Uniform Policy and needs to be mindful in the future. The board also received clarification regarding Open Meeting Law and committees: committees should have notes/minutes that reflect if a member is attending via phone or other methods.

D. Other

1. Elections

Confirmed that Steve Cole, Oliver Spraggins and Casey Morrissette terms will be up. The board communicated interest in recruiting members with financial and/or marketing background. Candace Dunbar will be communicating with staff and families regarding interest in running for the board.

2. New Member Recruitment

Interested candidates should complete the form for the committee and then the Background check form. Background Checks need to be submitted 30 days before the election date resulting in an April deadline.

3. Set Strategic Goals

Strategic Planning is in Phase 1. Part of Phase 1 is purchasing the building. Next step includes going to the city to get permission to issue bonds to allow us to purchase bonds. A presentation will be made at the next city council working session on Monday, February 4th at 7pm. Members interested in attending should arrive at 6:45pm.

IV. Ambassadorship & Development Committee Report:

The committee discussed logistics behind a World's Finest Chocolate Fundraiser and getting parent involvement. Plans included a preorder system using order sheets from the websites, as well as ideas for class and individual seller prizes.

V. Director Monitoring and Evaluation Committee Report:

Edna Granger presented on the mid-year review with Mrs. Williams. Discussion included academic goal progress, 5 year goal, development for staff, as well as professional development and training for the Executive Director. An area that it was requested for the board to look into is a review of the pay scale, incentives, and/or other benefit measures in an effort to remain competitive and maintain high staff retention rate.

Adjournment:

- Meeting adjourned at 7:10 pm.

Katy Yelle made the motion to adjourn the meeting at 7:10 pm, Monica McGill seconded the motion. Motion passes unanimously.

- Confirmation of date and time of next meeting: Thursday, February 28, 2019 at 5:30 PM



John Allen, Board Chair



Date