



Excell Academy
Board Meeting
Date: 7.19.2019

Board Members:

		<u>Term. Beg/End</u>
John Allen	Chair, Community Rep.	July 2018/21
Oliver Spraggins	Vice Chair, Community Rep.	July 2020/23
Casey Morrissette	Treasurer, Community Rep.	July 2018/20
Katy Yelle	Secretary, Teacher Rep.	July 2017/20
Riki Baker	Teacher Rep.	July 2020/23
Edna Granger	Community Rep.	July 2018/21
Monica McGill	Parent Rep.	July 2017/20
Jartue Kroma	Teacher Rep.	July 2018/21
Keith Griffin	Community Rep.	July 2020/23

Attendance:

- *Present Board Members-* John Allen, Oliver Spraggins, Edna Granger, Monica McGill, Katy Yelle, Riki Baker, Keith Griffin, Casey Morissette
- *Ex-Officio-* Sabrina Williams
- *Guest Attendance-* Paul Donovan, Craig Kepler
- *Absent Board Members-* Jartue Kroma

Approvals & Discussions:

I. Welcome

- A. Call to order:** at 4:41 pm by Chair, John Allen

Quorum: Yes, 8 of 9 members present

John Allen welcomed all new and returning board members!

- B. Consent Agenda-** May, June and June Emergency Minutes

Edna Granger moved to approve the minutes for May, June and June Emergency meeting, Monica McGill seconded the motion. All in favor, passes unanimously.

II. Financial Responsibility:

- A. Audit Timeline & Schedule Review**

Fieldwork will be at the school July 30th-31st, Preliminary audit call will be Sept 5th to review the draft of the audit. Final audit presentation will be at the September 19th board meeting.

- B. June Financials**

There will not be a financial update for this board meeting due to working on the audit.

III. Governance/Operations:

A. Building Purchase and Expansion Process & Update

Paul Donovan and Craig Kepler discussed the building purchase and expansion process. The board reviewed the budget and financial documents provided. Currently, at the letter of intent stage with the landlord. BB&T Capital Markets will be providing \$11.7 million financing. As part of the Lease aid and property taxes will support this decision financially. Currently, doing the due diligence work regarding environmental impact of 6000sqft addition on the backside of the building. As part of the process with the bonds, the status of the school will be reviewed as it relates to areas such as management, academics, etc. The board will ensure that the school website is current with accurate board information and meeting minutes.

Funding priorities are (1) buying the building, (2) shoring up existing building structures, (3) funding the addition and (4) purchasing the land. Heavy construction planned to begin in the summer of 2020, and deferred maintenance occurring over school breaks.

Based on statute charter schools cannot own property, instead will be owned by an Affiliated Building Company (ABC), Friends of Excell, who will become the landlord of the property. It is recommended that the Friends of Excell Board Members attend future Excell Academy Board Meetings. Friends of Excell will also need to post meeting minutes on the Excell website.

Casey Morrisette asked about the closing process. MDE will have 60 days for review and comment. The purchase agreement would take place after that.

Sabrina Williams discussed the possibility of adding a day care. Craig Kepler discussed the implications as far as taxable use when leasing from the ABC and that 5% of the total bond proceeds can go towards taxable use. However, if Excell Academy were to run the program out of its own General Operating funds and not charge parents then it would be a tax-exempt use.

Board members interested in attending planning meetings are welcome to attend.

Casey Morrisette made the motion to approve the "Resolution declaring reimbursement intent in connection with a project undertaken by Excell Academy for Higher Learning, Inc. and the issuance of tax-exempt bonds to provide financing therefor", and Keith Griffin seconded the motion. The motion passed unanimously.

Casey Morrisette made the motion to have formal contract designee of Board Chair and Executive Director for signing all the building contracts. Edna Granger seconded the motion. All in favor motion passed unanimously.

B. Approval of the 2019-2020 Board Calendar

Oliver Spraggins motion to approve the 2019-2020 Board Calendar, Edna Granger seconded the motion. All in favor motion passes unanimously.

IV. Ambassadorship & Development Committee Report:

The committee did not meet.

V. Director Monitoring and Evaluation Committee Report:

Casey Morrisette read the summary of their findings for the End of the Year Review. Requested more board support for fundraising efforts. The committee recommends upgrading the furniture

in the CEO's office to be more fitting. The committee recommends based on performance score of 95% a salary increase of 4% and performance incentive of 8%.

John Allen motion to approve the 4% salary increase and 8% performance increase. Monica McGill seconded the motion. Riki Baker and Katy Yelle abstained from voting due to conflict of interest as teachers. Motion passes with 6 votes in favor.

VI. Board Training

A. Minnesota School Boards Association Membership & Training

New members are required to complete at least one training in the required areas within the first 6 months of their term. The Minnesota School Boards Association training on Tuesday, August 6, 8:30-3:30pm will cover all the initial training requirements. Membership for the organization is \$5800. The board will determine membership at a later date after new members attend the training on August 6 and members have a chance to review the benefits of membership.

B. New Member Mentors

Katy Yelle will mentor Riki Baker. John Allen will mentor Keith Griffin.

VII. Other Business

A. Retreat Tomorrow

We will begin right away. Come early to be ready to begin on time. Mrs. Williams will not be at the next board meeting (August) but will coordinate with the Executive Committee regarding items for the agenda.

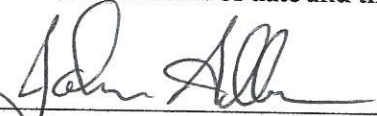
B. Board Technology

Board members received ipads for board business and set them up with their board email accounts. Stephen Grant will be available to assist board members. Board documents in addition to being on the website will also be available in a shared Google Drive folder.

Board took a recess at 6:35pm. Meeting resumed at 7:37pm

Adjournment:

- Meeting adjourned at 7:46 pm. John Allen motion Casey Morrissette seconded the motion. All in favor passes unanimously.
- Confirmation of date and time of next meeting: August 22, 2019 at 5:30 pm at Excell Academy



John Allen, Board Chair

9-14-19
Date