

Schoolcraft Learning Community Board Meeting Minutes
July 20, 2004

Informal Information Session:

6:00 to no later than 6:30:

Information from Director and other staff, parents and community members.

- Audit Completed
- Summer Newsletter
- ELOB report
- State report card sample
- Office of the State Auditor – Best Practices

Formal Agenda

Call to Order at 6:07 PM

Attendance: X Kris Kolar X Lisa Graefe X Jim Conway X Judy Bing
X Gerry Hoyum A Sara Breeze X Chuck Meyer

Staff Present: Scott Anderson, Rita Fauchald, Shar Paquette, Barb Houg

Issue: Consent Agenda

- Minutes from last month
- Finance report/Current bills and checks
- FY 05 Budget
- Beltrami County Safe Schools/Healthy Students Initiative grant
- Magnet Schools program grant approval
- CAPP grant approval
- Board approval of:
 - First Federal Bank as bank of record for deposits and disbursements
 - Direct deposit method for deposits and transfers for payroll
 - Scott Anderson and Gerald Hoyum as check signers
 - Schoolcraft newsletter and website as primary source of information to parents
 - Pioneer the Advertiser newspaper for advertising
 - Capitalization of assets set at over \$500

Outcome: Lisa Graefe moved that we approve the consent agenda. Jim Conway seconded. Motion carried unanimously.

ACTON ITEMS

Issue: Monitoring Report for Policy Type: Director Limitations – Treatment of Staff – Staff Handbook review

Outcome: Lisa Graefe moved that we accept the monitoring report as presented. Gerry Hoyum seconded. Chuck Meyer began a dialogue regarding two different models of the grievance procedure, stating that the one that is printed in the handbooks is not as good as the alternative model. Kris Kolar suggested that the grievance policy was passed two months ago and it was asked that it be included in both the staff and family handbooks, which was complied with. The alternate grievance policy model will be kept in a file and will be further reviewed at the next monitoring date. Motion carried unanimously.

Issue: Monitoring Report for Policy Type: Director Limitations – Treatment of Students and Families – Family Handbook review

Outcome: Jim Conway moved that we accept the monitoring report on the family handbook. Judy Bing seconded. The above comments regarding the grievance policy will be retained for discussion during the next review. Motion carried unanimously.

Issue: Monitoring Report for Policy Type: Director Limitations – Emergency Director Succession

Outcome: Lisa Graefe moved to accept the monitoring report presented for emergency director succession. Chuck Meyer seconded. Motion carried unanimously.

Issue: Begin discussion regarding ends policies and board training needs

Ends policies have three components: results, recipients, costs. We first need to focus on the results. See handouts from Lake Washington School District.

Outcome: Discussion ensued regarding the need for community input to the ends policies, and how to get a higher level of input as our past forums have not been well attended. If each one of the board members brings three people for different forums, along with some Moni cooking, we should get more varied views. Lets include the elders in the focus groups. We may also want to include families that have left Schoolcraft as well as graduates to help with ideas. World cafés were discussed as an option. Surveys (on-line and mailed). We need a committee: Kris, Rita, Shar, Barb, Martin and Cheryl from PAC. This committee will meet on Thursday, July 29th at 2:00 at Barb's.

Barb asked the board to identify what each person needs to help them in their role as board members and to clearly identify what Barb's role is.

Board members' needs:

Notebook updated with all passed policies – and the new policies, and monitoring reports

Papers three hole punched - Shar

Two notebooks...one for policies, one for monitoring reports and minutes, monitoring report calendar

Most recent versions of job descriptions and other official documentation in one notebook, annual report, audits, state statutes,

Fireproof container for board documents

Board member description, board officer description, open meeting law, charter school law

ZIP in the meetings

Moni's food

Cushy chairs

Playing

Meetings seem dry...subject matter is dry

What are Barb's responsibilities: Barb will compile board binders. Barb and Scott will plan a "board retreat". Rita and Barb will find a fire proof file cabinet.

Next months agenda items: identify 3 member committee of board members to serve as the grievance committee; identify human rights officer for the 04-05 school year.

Next meeting: August 17th, 6:00 PM, Lemoine Cottage on Gilfillan campus

Lisa Graefe moved to adjourn. Judy Bing seconded. Motion carried unanimously.

Respectfully submitted, Shar Paquette