

Schoolcraft Learning Community Board Meeting Minutes  
March 15, 2016; 5:00 p.m.  
Northwest Minnesota Foundation, Bemidji, MN

*Reading of Mission Statement:*

Schoolcraft Learning Community exists to help develop individuals to be self-directed, lifelong learners who have the skills and knowledge to confidently and compassionately navigate in the world.

**Information Session:**

- March 25-28 - Spring Break
- April 7 - Family Fun Night
- April 12-21 MCA Reading Tests
- Peacemaker Club
- Parent Forum Update - Jan Moen led the discussion. Dacia Dauner and Kristi Garbow were in attendance as Board representatives. Five families were represented at the forum.

Public Input - Any person wishing to speak directly to the Board, once recognized by the board chair, may do so for up to 5 minutes. The public input period will last no longer than 40 minutes, at the beginning of any open Board meeting.

Call Meeting to order. Establish quorum  
Meeting called to order at 5:21 p.m.

Formal Agenda:

**Attendance:**

\_x\_ Mark Morrissey \_x\_ Shanna Reiners \_x\_ Kristi Garbow \_x\_ Rob Maher  
\_x\_ Dacia Dauner \_x\_ Sara Dreyer \_x\_ Erica Harmsen \_x\_ Kristi Sorgenfrei

Staff Present: Judy Bing, Hilary Phukan, Lisa Robinson, AnnaMae Sovick, Sarah Wilson, Jim Conway, Marilyn Delaney, Scott Anderson, Rita Poulton, Alison Drietz  
Guests Present: Janelle Marlette, Monica Hansmeyer

Conflict of Interest - none stated

**Consent Agenda**

- Minutes from February 16 Board Meeting -
- Finance Committee Minutes - meeting will be March 16, 2016
- Current Bills and Checks
- ADM – 183
- Waiting List

- Staff Resignations
  1. Hilary Phukan - ½ Teacher
  2. Kathy Douglas - SPED Paraprofessional
  3. Abby Coutlee - SPED Paraprofessional

Scott reported there is a brief conversation with these individuals when they resign as an exit interview.

**Outcome:** Approve required items

**Person(s) responsible:** Mark/Scott

Erica Harmsen motioned to approve the consent agenda. Seconded by Kristi Garbow. Motion carried unanimously.

### **Action Items**

**Issue:** Monitoring Report #2 - Treatment of Students/Families - Update

**Outcome:** Review/Approve

**Person Responsible:** Scott

Kristi Garbow motioned compliance on Monitoring Report 2, with the edits to take place in 2.2, 2.3, and 2.4. Seconded by Sara Dreyer. Motion carried unanimously.

**Issue:** Monitoring Report #3 - Treatment of Staff - Update

**Outcome:** Review/Approve

**Person Responsible:** Scott

The Board is asking for further evidence in Monitoring Report 3.5, 3.6, and 3.7. Kristi Sorgenfrei motioned non-compliance on Monitoring Report #3 and is seeking further evidence on all of Monitoring Report #3 section 5. Seconded by Rob Maher. Kristi Garbow opposed.

**Issue:** Monitoring Report #7 - Director Limitations

**Outcome:** Review/Approve

**Person Responsible:** Scott

Scott completed this report with Rita. The audit is evidence. The risk management plan will be reviewed in Summer 2016 and will be reported back to the board at the August 2016 meeting. A staff safety committee needs to be developed. Kristi Garbow motioned to approve Monitoring Report #7. Seconded by Dacia Dauner. Motion carried unanimously.

**Issue:** Ends Policy Update

**Outcome:** Review/Approve

**Person Responsible:** Scott

An updated end policies was presented in the board packet. Staff evaluations and goals for graduates of SLC need to point to the ends policies. Scott would like the leadership team to review it.

**Issue:** Policy Regarding Staff/Parent Concerns regarding the Director

**Outcome:** Review/Approve

**Person Responsible:** Kristi G

Parent complaints and letters have been brought to the board chair regarding the director. Kristi Sorgenfrei motioned to form a committee to write a director complaint policy. Seconded by Shanna Reiners. Kristi Garbow and Mark Morrissey are the committee members. Motion carried unanimously.

**Issue:** Discussion regarding Cost of Governance Policy

**Outcome:** Review/Approve

**Person Responsible:** Kristi G

A governance committee would present board member orientation and mentoring to new members. Dacia Dauner motioned to form a board professional development committee. Seconded by Sara Dreyer. Kristi Garbow, Kristi Sorgenfrei, and Dacia Dauner are the members. Motion carried unanimously.

**Issue:** Funding Considerations

Charter School Programs Grant, Q Comp, Q Comp Workshop

**Outcome:** Review/Approve

**Person Responsible:** Kristi G

Q Comp information was presented by Kristi Garbow. Kristi Garbow motioned to have Scott look at Q Comp and report to the board in May 2016. Seconded by Rob Maher. Motions carried unanimously.

**Issue:** Board Committee Form

**Outcome:** Review/Approve

**Person Responsible:** Kristi G

Kristi Garbow presented the board committee form. Shanna Reiners motioned to adopt the “format of a charge to a board committee” document for all board committees. Seconded Kristi Sorgenfrei. Motion carried unanimously.

**Issue:** Director Evaluation Update

**Outcome:** Review/Approve

**Person Responsible:** Mark M and Sara D

Mark presented information on what questions need to be on the staff evaluation in relation to the monitoring reports. His handout showed the current questions and the possible new questions to add to the evaluation. This will be created and sent out next week, and the Board will have results by the April 2016 meeting. Professional development will be created from this information and create a working document. The director will have a professional development plan (PDP).

**Issue:** Election Update  
**Outcome:** Review/Approve  
**Person Responsible:** Kristi S, Rob

Ballots are due March 29 at 9 a.m. The ballots have been sent out, via email and paper ballots. The new members attend the April 2016 board meeting and are seated in May 2016.

**Issue:** Board Report to Staff on Annual Goals  
**Outcome:** Review/Approve  
**Person Responsible:** Scott

The board meets with the SLC staff to update them on the board annual goals twice a year (in August and in April/May). The current board will report on our annual goals on Friday, April 8, 8:00 a.m. at SLC.

**Issue:** Formation of a Governance Committee to review our governance model, adherence to this model, recommendations for board development.  
**Outcome:** Review/Approve  
**Person Responsible:** Mark

Mark had three handouts that he discussed in regards to the Carver Model.

Sara Dreyer motioned to add an agenda item. It is in response to the director's request for mediation. Seconded by Erica Harmsen. Motion carried unanimously.

**Issue:** Request for Mediation  
**Outcome:** Review/Approve  
**Person Responsible:** Sara D

The board needs to form an ad hoc committee to address the director concerns regarding his request for mediation with a staff member. Sara Dreyer motioned that the ad hoc three person committee of Kristi Garbow, Dacia Dauner, and Mark Morrissey meet to address these concerns and hire a mediator, if needed. The board will allow no more than \$800. Seconded by Erica Harmsen. Motion carried unanimously.

**Review of VOA Board meeting observation form**  
All criteria successfully met.

Board Reflection - each member reflects on the meeting

Rob Maher motioned to close the meeting. Seconded by Shanna Reiners. Motion carried unanimously.

**Motion to Close Meeting for Executive Session**

The purpose is to evaluate Director Scott Anderson

*The Open Meeting Law permits the closing of a meeting for the evaluation of personnel under 13D.05: Subd. 3. What meetings may be closed.*

*(a) A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting.*

Scott Anderson requests the meeting stay open.

The board addressed Scott on his non-compliance with Monitoring Reports, negative Expeditionary Learning Mid-year review, and deteriorating school climate. Rob Maher motioned to terminate Scott Anderson as the director of SLC. After discussion, Mark Morrissey respectfully requested that Rob Maher withdraw the motion. The motion was withdrawn.

**Next meeting** – April 19, 2016 at the NW MN Foundation

**Adjourn**

Rob Maher motioned to adjourn the meeting at 9:10 p.m. Seconded by Shanna Reiners. Motion carried unanimously.