

Schoolcraft Learning Community Board Meeting Minutes  
April 19, 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.

Reading from former student, Carrie Miller, by Kristi Sorgenfrei

**Information Session:**

- April 24 - Open Mic Night, 4:00
- April 28 - K Round up - 4:30
- April 12 - May 6 - MCA testing
- May 12 - Spring Concert 6:30 p.m.
- Peacemaker Award
- Director's Report

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 5:37 p.m.

Formal Agenda:

**Attendance:**

\_x\_ Mark Morrissey \_x\_ Kristi Garbow \_x\_ Kristi Sorgenfrei  
\_x\_ Dacia Dauner \_x\_ Sara Dreyer \_x\_ Erica Harmsen

Staff Present: Judy Bing, Brenda Cecena, Mike Hanson, Sarah Wilson, AnnaMae Sovick, Shelly Olson, Hilary Phukan, Sara Breeze, Lisa Robinson, Arianne Sjordahl  
Guests Present: Jenelle Marlette, Candy Roberts- Salter, Shar Paquette, Sophie Warrick, Henry Bellefy, Marcia Roliue

Conflict of Interest - none stated

Kristi G Motion to move Budget Update/Facilitator Contract from Consent Agenda to Action Items  
Seconded by Erica. Motion carried unanimously.

Erica motioned to approve the amended agenda. Seconded by Kristi S. Motion carried unanimously.

## **Consent Agenda**

- Minutes from March 15, 2016 Board Meeting -
- Minutes from March 29, 2016 Special Board Meeting -
- Current Bills and Checks
- Finance Committee Minutes - April 13, 2016
- ADM – 182.78
- Waiting List
- Special Education Director Agreement - increase of 2%
- Board of Directors Resignations
  1. Robert Maher
  2. Shanna Reiners

We are in need of one community member and one parent.

- Certify Election Results
  1. Kathy Douglas - parent
  2. Sara Dreyer - re-elected
  3. Jason Rylander - parent
- Monitoring Report #2 update -

Mark Morrissey recognized and gave permission for Stephanie Olsen to speak. Stephanie presented Schoolcraft with the Finance Award and Academic Award.

- VOA Finance Report
- VOA Board Governance Report

**Outcome:** Approve required items

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

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

## **Action Items**

**Issue:** Designate Chairperson and Board

Records Officer for 2016-17/Board Configuration

**Outcome:** Review/Approve

**Person Responsible:** Scott/Mark

Erica nominated Sara Dreyer for the position of Records officer. Seconded by Dacia Dauner. Motion carried unanimously.

Erica nominated Mark for the position of Board Chair. Seconded by Kristi S. Motion carried unanimously.

**Issue:** VOA Review/Update

**Outcome:** Review/Approve

**Person Responsible:** Scott

Erica motions to approve the VOA review. Seconded by Kristi G. Motion carried unanimously. We need a policy on the conflict of interest. It needs to be located on the website. It will be brought to the May board meeting.

**Issue:** EL Review/Update  
**Outcome:** Review/Approve  
**Person Responsible:** Scott

EL recommended working with an organization/individual to help with our school climate. SLC hired Mary Skillings to work with SLC in a thoughtful way. Teaching staff will be doing an implementation review soon. It will be a measurable piece and give the school a score. SLC may have a mentor school - Arborvitae Woodruff. There is a limited budget for EL, so SLC staff may need to go to the mentor school. Recommended that we show SLC progress from Mary Skillings. Leadership Team - restructure, what is the purpose? Implementation review scores will be discussed and goal planning will happen on during site visit. It is recommended that we show progress by May or June. Sara D motion to approve EL review. Seconded by Erica Harmsen. Motion carried unanimously.

**Issue:** Grievance Committee Report  
**Outcome:** Review/Approve  
**Person Responsible:** Kristi G, Mark, Dacia

It isn't a standing committee, only an ad hoc committee. They discussed the complaints and Mark has responded to the individuals. They are working on a policy if the staff have a grievance against the director. Sara motioned to approve the report. Seconded by Erica. Motion carried unanimously.

Dacia motioned to add to the agenda to form another ad hoc committee. Seconded by Erica. Motion carried unanimously. Dacia motioned to nominate Mark M, Kristi G, and Kathy for the ad hoc committee to look at the recent complaint. Seconded by Kristi S.

**Issue:** Governance Committee Report  
**Outcome:** Review/Approve  
**Person Responsible:** Kristi G, Kristi S, Dacia

They will give the new members information and hold an orientation on the governance model of the SLC board. Erica motioned to approve the governance committee report. Seconded by Sara D. Motion carried unanimously.

**Issue:** Parent Request follow-up/review  
**Outcome:** Review/Approve  
**Person Responsible:** Kristi Garbow, Dacia Dauner, Mark M

Sara D motioned to approve the letter and send it to the concerned individual families. Seconded by Erica. Motion carried unanimously.

**Issue:** Monitoring Report #3  
**Outcome:** Review/Approve  
**Person Responsible:** Scott/Mark

Scott presented information on staff evaluations and explained the information in his Monitoring Report. He is asking the board add it into his reporting calendar on the Director's report.

Goal for 2017-18 is for Scott can contact EL and Mia to see what other EL schools are using, and can create a working committee with veteran teachers on staff at SLC to create a rubric for teacher /staff evaluation. Classroom observations will be presented on the director's report. Scott reports non compliance and it will be complete on June 21, 2016. The date should be changed on this report to 4/21/2016. Scott gives updates every month to the board.

Kristi G motioned find Monitoring Report 3 in compliance and to look at it again in June at its regular scheduled time. Seconded in Sara D. Motion approved 4- 2.

**Issue:** Director Evaluation Update

**Outcome:** Review/Approve

**Person Responsible:** Mark, Sara

Sara presented board, staff, and family evaluations.

Erica motions to move it to the end of the agenda. Seconded Sara D. Motion carried unanimously.

**Issue:** Budget Update/Facilitator Contract

**Outcome:** Review/Approve

**Person Responsible:** Scott/Mark

She is projecting a \$44,000 deficit. ADM was 188 at the beginning of the year and will be 182.75 at the end of the year

With our current fund balance, we will be okay but it can be a one time deal.

Corrective action plan - 188 students, budget at 184 students. Projected budget for 2016-17 will be coming in May.

Kristi S motions to approve. Seconded by Dacia. Motion carried unanimously.

**Issue:** Monitoring Report #1 - Emergency Succession

**Outcome:** Review/Approve

**Person Responsible:** Scott

The Administrative team discussed it once and the succession plan is on the March Special Meeting unfinished business. Erica motioned to accept Monitoring Report 1. Seconded by Sara D. Motion carried unanimously.

**Issue:** Recognition of outgoing board members

**Outcome:** Review/Approve

**Person Responsible:** Scott/Mark

**Motion to Close Meeting**

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. This closing is to evaluate Director Scott Anderson.*

Kristi S motioned to enter closed session at 8:10 p.m. for the purpose of evaluating Director Scott Anderson. Seconded by Erica. Motion carried unanimously.

**Motion to re-open Meeting**

Kristi S motioned to end the closed session at 9:10 p.m. and open the meeting. Seconded by Dacia. Motion carried unanimously.

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

Board Reflection - each member reflects on the meeting

**Next meeting** – May 17, 2016

**Adjourn**

Kristi S motioned to adjourn the meeting at 9:11. Seconded by Dacia. Motion carried unanimously.