

MSSPA Board Meeting Minutes
August 26, 2014
6:00 p.m.

Present:

Board Chair/Community member - Bill Rodgers
Board Treasurer/Community member - Jason Davis
Board/Staff - Michael Leverentz
Board/Staff - Alison Miller
Board/Staff - Adam Katz
Board/Staff - Tyler Flory
Board/Staff - Louisa Cadwell
Board/Community Member - Ripley Peterson
Board/Community Member - Joan Harris
Board/Community Member - Ed Wilms, remote
Ex-Officio-Matt McFarlane, Director of Operations
Ex-Officio-Michelle Erickson, Director of Teaching & Learning
Ex-Officio-Tania Montgomery, Director of Student Life
Ex-Officio-Robert Thompson, Director of Outreach & Development/teacher

Meeting Call to Order: 6:15

Motion to Approve June 2014 Minutes: (Michael, Jason) all approved

Motion to Approve August 2014 agenda: (Louisa, Ripley) all approved

Recognitions

Summer participants of Raspberry Parade, Cast/Crew of The Tempest

Reports

I. Operations, Matt McFarlane

Facility update regarding response to heavy rain and the damage it made in building- resulting renovation and asbestos abatement.

Construction progress- tuckpainting, window, plumbing, bathrooms, drinking fountains, HVAC work, back elevator, phone system, maintenance (new service contract), tech support (new service contract)

Communication Plan is in process with committee including PR consultant who is volunteering her expertise for both internal and external party communication

II. Outreach/Development, Robert Thompson

Communication Plan key points: change in facility, admin; differentiation from other performing arts school; engagement; map for students' future. Connected to advertising campaign. Fundraising Campaign in development- calendar is created.

III. Teaching/Learning, Michelle Erickson

Schedule is built, and facility is maxed-out for usage. New staff on board and workshopping is happening this week. State-mandated Teacher Development and Evaluation Model is in process, with Q-Comp supporting it. Teachers have been initiated and roll-out will happen in first few months of school. Mandated Assessment Testing schedule is set, and data assessment documentation and usage is in consideration and development.

IV. Student Life, Tania Montgomery

Behavior expectations set, communicated. Sped team is proactive and implementing new protocol and working to use Infinite Campus better- for their department and all staff. Attention is being given to discipline and behavior support in this

Policies

I. Policy 505 - Admissions

Motion to approve the policy (Alison, Louisa): all approved

Updates

* **Outreach** (Rob Thompson)

*We are full with 310 students enrolled, and we have a lottery. Personal calls are being made to each student by their HR advisor to welcome and answer any questions they might have.

• **Facilities Committee** (Rob Thompson)

*renovation report, above, from Matt

*exploring our future relocation, creating a plan for presentation in looking at possible new locations

*important for Facilities Committee to bring all teachers and staff in at the start of the process, not the end.

Action Item: Facilities committee confirm person capacity of our building.

• **Finance Committee** (Jason Davis)

Financial Report:

*ADM 13-14 ended at 272.29 (As of 8/12/14)

*budgeting 279 ADMs for 14-15 school year

*Total Revenues budgeted at \$3,291,649

*Total Expenditures budgeted at \$3,279,233

*Projected surplus \$12,415 forecasted

Other Business

I. Nominating committee appointed for the election of board officers: bylaws indicate we should elect a Board President, Vice-President(s), Treasurer, Secretary

II. Committee membership: each member is responsible to serve on a committee, people outside the board and school can be recruited to membership

Facilities: William, Rob, Alison Miller, Ed Wilms, Tim Gagnon

Finance: Jason, Michelle, Michael, Matt, Adam

Outreach: Rob Thompson, Ripley Peterson

Meeting Adjourned: - 8:00pm

Action Items:

*Implementation of Communication and Fundraising campaigns by directors (Matt McFarlane, Rob Thompson)

*Directors to develop this year- an organized Assessment report that includes the what, why, how, and establishment of a responsive plan for using test data to improve student learning (Michelle Erickson, Tania Montgomery)

*Directors, UST Authorizer, and Board to review contractual measurements of student growth with standardized tests

*Facilities committee to confirm person capacity of our building

*make sure Board Book of records is available to anyone interested to look at records over the years (Matt McFarlane)

MSSPA Board Meeting Minutes
September 23, 2014
6:00 p.m.

Present:

Board Chair/Community member - Bill Rodgers
Board Treasurer/Community member - Jason Davis
Board/Staff - Alison Miller
Board/Staff - Adam Katz
Board/Staff - Tyler Flory
Board/Staff - Louisa Cadwell
Board/Staff - Sarah Omernik
Board/Community Member - Ed Wilms
Ex-Officio-Matt McFarlane, Director of Operations
Ex-Officio-Michelle Erickson, Director of Teaching & Learning
Ex-Officio-Tania Montgomery, Director of Student Life
Ex-Officio-Robert Thompson, Director of Outreach & Development/teacher

Recognitions

Parent James Ford for set-building Brenda Tonjes Office Manager, Foreign Exchange Students
Raul Tarjuelo, Igor Leocadio, Victoria Gomes-Santor

Meeting Call to Order: 6:04

Motion to Approve August 2014 Minutes: (Tyler, Louisa) all approved

Motion to Approve September 2014 agenda: (Sarah, Alison) all approved

Community Comment: none

Election of Officers:

Election Nominating Committee recommends Officer Candidates:

Bill Rodgers, President
Michael Leverentz, Vice President
Jason Davis, Treasurer
Louisa Cadwell, Secretary

Motion to Approve Officer Recommendations: all approved

Reports

I. Operations, Matt McFarlane

*Enrollment 312, ADMs 306.7

*building construction wrapping-up- improvements are good; building tour next month

*Social-Issues Theatre presentation today by Mixed Blood Theatre and Hennepin County
Attorney's Office did follow-up conversations

*Homecoming Week: Friday, Student Government Elections, Open House, No Shame and
Saturday, dance

II. Outreach/Development, Robert Thompson

- *September Donor Report: @\$3600 plus sustaining families drive of monthly donations-\$803monthly
- *Website revamp in process
- *Concert locations are being negotiated
- *Artistic collaborations are being negotiated with local arts and education institutions
- *ArtShare collaboration with the Southern Theatre is in progress

III. Teaching/Learning, Michelle Erickson

- *Teacher Development and Evaluation Model is in Implementation- teachers have been getting familiar with requirements and support systems, we have autonomy to focus on teacher development to support student learning
- *NWEA Fall testing has begun for 9th-11th graders- a measure of knowledge, but more importantly a measure of progress and a tool to instruct directors and staff in teaching and interventions needed

IV. Student Life, Tania Montgomery

- *PTO is big and there is enthusiasm
- *PTO is hosting the Homecoming Dance
- *PTO president is >>> Tesch, vice-president is >>>>>>

Policies

I. Policy Draft: Unpaid Professional Leave

Action Item: Board members review for vote in October meeting

II. Policy: Fund Balance

Finance committee/Director of Operations Recommend re-adoption of expired policy, no change from previous policy

Motion to approve the policy (Louisa, Sarah): with grammatical edits, **all approved**

Committee Updates

- **Facilities Committee** (Matt McFarlane) Bill, Rob, Ed, Alison, Tim Gagnon, Michael
 - *renovation report, above, from Matt
 - *exploring Building Managers to administer the Lease: church has put forward 4 candidates including Norse who is currently implementing our Maintenance contract. Church has been asked to put together RfPs from each vendor
 - *initial work needs to begin for pursuit of new facility

• **Finance Committee** (Jason Davis)

*new Committee member joined: Matt Gallagher, President of BraasCo.

Financial Report:

*un-audited financials show small surplus for last year

*ADM 306 (As of 9/8/14)

*budgeting 279 ADMs for 14-15 school year

*Total Revenues budgeted at \$3,291,649

*Total Expenditures budgeted at \$3,279,233

*Projected surplus \$12,415 forecasted

Other Business

I. Mandatory Board Training to be done within six months

Returning people do one module, new need to do entire workshop to be in compliance with authorizer UST requirements

*options: Oct.11, or Dec.6 - paid for by MSSPA

*finance training can be provided by Chuck H from BKDA

II. Adjustments to Regular Meeting Schedule

***November meeting move** to 18 proposed (Bill, Tyler): **All approved**

Meeting Adjourned: - 7:20pm

Action Items:

(All members) review Unpaid Professional Leave Policy for vote in October meeting

Student enrollment exit tracking procedure and explanation of ADMs fluctuation (Directors)

(All members) attend mandatory Board Training

MSSPA Board Meeting Minutes
October 28, 2014
6:00 p.m.

Present:

Board Chair/Community member - Bill Rodgers
Board/Staff - Alison Miller
Board/Staff - Adam Katz
Board/Staff - Tyler Flory
Board/Staff - Louisa Cadwell
Board/Staff - Sarah Omernik
Board/Community Member - Ed Wilms
Board/Community Member- Ripley Peterson
Board/Community Member- Joan Harris
Ex-Officio-Matt McFarlane, Director of Operations
Ex-Officio-Tania Montgomery, Director of Student Life
Ex-Officio-Robert Thompson, Director of Outreach & Development/Teacher

Recognitions

Contemporary Musicians who performed at The Ice House in Minneapolis on October 27th,
Traditional Musicians performing at Gethsemane Lutheran on October 28th,
Three Musketeers on November 6-8, Students involved in Fall Dance Concert Nov 13-15

Meeting Call to Order: 6:00

Motion to Approve September 2014 Minutes: (Alison, Adam) all approved

Motion to Approve October 2014 agenda: (Sarah, Ripley) all approved

Community Comment: Melissa Stark: Head of communications during Columbine shooting currently consulting on crisis intervention in cases of lock down situations is offering to offer services to Main Street.

Reports

I. Operations, Matt McFarlane

- *Busing during finals will be for full days due to Hopkin's schedule
- *Exterior doors of the school are now all accessible with a single key, but due to the high cost to create duplicates, multiple copies cannot be made for staff.
- *Zeman construction down to final touch-ups for construction
- * Wireless Internet issues affecting staff and students during finals prep being addressed tirelessly by Steve Redding.
- *Church Business Manager Beth Schorle preparing call for bids for Facility Manager Position.
- *November 12th-WE DAY: Freshman-Juniors participating, Seniors working on post grad plans.
- *WOK-aholics fund raising by Mrs. Kwan.

II. Outreach/Development, Robert Thompson

- *Six students joining at start of second quarter
- *Waldorf high school fair and Kipp high school fair being attended by staff
- *Channel 9 news visited Main Street and future plans with Channel 11 to promote The Three Musketeers
- *Fall Dance Concert at Music Box Theater coming up on November 13-15
- *Sustaining family contributions monthly: \$978. More families are encouraged to join by visiting the Main Street Website. If half the families become sustaining families, Admin has offered to dye beards and hair funky colors.

III. Teaching/Learning, Michelle Erickson (Matt McFarlane Standing in for Michelle)

- *MMR Scores: 3 % Pts away from being Reward school. We did reach the score threshold for 'celebration eligible school, but 95% of students must test to be eligible. We were at 93.6%
- *MCA adjustments have been made: can be taken online or over period of days.
- *NWEA Freshman-Juniors. Used with St Thomas to track student growth. Remediation for students with low proficiency. Data used to identify students who need additional assistance.
- *Qcomp goals tied to NWEA scores: Leading to focus on improving Math Scores.
- *ACT prep on Saturdays through November
- *TDE Teacher observations underway. Teachers are currently writing individual and student goals.
- * Student feedback surveys being conducted at the end of the quarter in all classes to inform future teaching practices.

IV. Student Life, Tania Montgomery

- *Counseling support and therapy up and running: Mondays and Teens Alone Visits Thursday, Girls Support Group. Developing :Grief and Loss, Sexual Assault groups.

Policies

I. Policy Draft: Unpaid Professional Leave

Motion to Table until November Board Meeting: (Ripley, Joan), all approved

Action Item: review wording of policy.

II. Annual Report

Motion to approve: (Ripley, Ed), all approved

III. World's Best Work Force Report

Motion to approve: (Tyler, Ed), all approved

IV. Minnesota High School League Membership Renewal

Motion to approve: (Sarah, Tyler), all approved

Committee Updates

- **Facilities Committee** (Ed Wilms) Bill, Rob, Ed, Alison, Tim Gagnon, Michael

Committee is working to developing timeline for facility search.

- **Finance Committee** (Jason Davis) Covered by Matt McFarlane

Financial Report:

*ADM # is just under 300, as we continue to budget at 279. This is positive trend.

*Title II money yet to be assigned, but in place to help teachers go back to school. Up to \$500 per credit. Michelle and Relicensure Committee to determine who should receive it.

Other Business

I. Mandatory Board Training to be done by Dec.6 - spots have been reserved and paid for by MSSPA. Finance training will be provided by Chuck H from BKDA in November and one in January from 5:30-6.

II. Meeting Schedule

*Reminder that November meeting was moved to the 18th.

Community Comment: State of the School Report to be streamed on website during third quarter.

Meeting Adjourned: - 6:50pm

Action Items:

(Administration) review Unpaid Professional Leave Policy.

(All members) attend mandatory Board Training in December

MSSPA Board Meeting Minutes
November 18, 2014
6:00 p.m.

Present:

Board Chair/Community member - Bill Rodgers
Board Treasurer/Community Member - Jason Davis
Board/Staff - Alison Miller
Board/Staff - Adam Katz
Board/Staff - Tyler Flory
Board/Staff - Louisa Cadwell
Board/Staff - Sarah Omernik
Board/Staff - Michael Leverentz
Board/Community Member - Ed Wilms
Board/Community Member- Ripley Peterson
Board/Community Member- Joan Harris
Ex-Officio-Matt McFarlane, Director of Operations
Ex-Officio- Michelle Erickson, Director of Teaching and Learning
Ex-Officio-Tania Montgomery, Director of Student Life
Ex-Officio-Robert Thompson, Director of Outreach & Development/Teacher

Recognitions

Parent: Melissa Stark for extensive support during The Three Muskateers

Meeting Call to Order: 6:05

Motion to Approve October 2014 Minutes: (Alison, Tyler) all approved

Motion to Approve November 2014 agenda: (Alison, Sarah) all approved

Community Comment: No community members present

Reports

I. Authorizer Update- Molly McGraw Healy, Director of Charter Authorizing, St. Thomas University

*St. Thomas University Accountability Plan Covered.

-Contract Narrative: Covers key components of relationship between St Thomas and MSSPA

-Charter Accountability Plan: Specific items for which the school will be held accountable.

-Evaluation Rubric: Establishes specific targets and assesses whether they have been approached, met, or exceeded.

*Academic Measures

-Goals based on MN State tests, NWEA tests, mission of school, EL and SPED students, graduation rate, and attendance.

*Financial Measures

-Submitting materials, board financial knowledge, fund balance, processes, following law, community, and safety.

*MSSPA Results: School year 2013-2014

-Academic results were strong, financial health was strong, governance scores dipped in school year 2014.

*Data Sheets used to compare MSSPA to comparison schools, resident district and statewide

-2013-2014 MCA III Math, MSSPA performed lower than both average comparison schools and resident district.

-2013-2014 MCA II Math, MSSPA showed more growth than comparison schools

I. Operations, Matt McFarlane

*MRAC Grant completed, in process of identifying additional grant opportunities

*Summer work on front half of building is complete

*Attrition being focused on by way of seeking out common reasons why students may be withdrawing. Data tracking back to 2011, highlights the only identifiable common factor among students leaving the school appears to be students who are not engaging in performance. Focus is being placed on identifying and recruiting students who are "on mission". They are engaged in their arts area and apply themselves academically and artistically.

II. Outreach/Development, Robert Thompson

*Last week's info session recruited 6 new families for future school years.

*Give to the Max results: \$4,015 raised.

*Revenue from performances:

Fall instrumental concert \$403

Fall vocal concert \$797.

Three Musketeers \$4085.00

Perspectives dance concert \$2,195.00

*High School Fairs: Waldorf and Kipp

*Jazz Combo performing at Mentoring Partnership Awards on Friday November 21st

Dance performers will be performing at the Mall of America on Sunday November 23rd

*Student Choirs sang at Veterans Day Celebration on November 6th

Chamber Singers performed for 20th Anniversary of SAVE on November 1

Chamber Singers sang for Open Circle Community on October 30th

III. Teaching/Learning, Michelle Erickson (Matt McFarlane Standing in for Michelle)

*Over half of our students are being honored for honor roll for first quarter and/or attendance; celebrated with waffle breakfast

- * Fall testing wrapping up. Results intended to be used to identify ways we can address student's academic needs.
- * Establishing
- *Working with teachers to develop independent growth and development plans and student learning goals.
- *Budget inclusion for professional development.
- *Student surveys were given quarter one to record student feedback of their experiences in each class, with each teacher they had for teachers to reflect on and use for improvement. Will be incorporating for remainder of the year. In addition to a school-wide survey to identify what services students are using and any additional deficits they identify.

IV. Student Life, Tania Montgomery

- *WE Day primarily a successful experience among students. Assessing whether or not to continue with WE Day in the future.
 - *Refocusing students behavior. Primary issues: Cell phone usage and attendance.
 - *PTO- Mission statement being developed to identify what the PTO responsibilities are and what MSSPA should provide.
- Seeking an arts area parent liaison to commit and assist regularly.
- * Social worker has been brought on board to assist students whose IEP's stipulate help from a social worker.

Policies

- I. Policy Draft: Unpaid Professional Leave

Motion to approve: (Sarah, Alison), all approved

Committee Updates

- **Facilities Committee** (Ed Wilms) Bill, Rob, Ed, Alison, Tim Gagnon, Michael
 - Schedule developed and presented breaking down timeline of fund raising, locating, designing, and constructing future Main Street facility.
 - Plan to begin fund raising and capital campaign in January to keep on track for full settlement by 2017.
 - Desired school size/ student capacity between 350-400 students.

- **Finance Committee** (Jason Davis)

Financial Report:

- * ADM remains steady. 298
- *PSEO impacting ADM. College in the school and/or structure of senior year capstone events in place to keep students engaged in school community a part of current discussion. Possible focus group to be developed in those efforts.
- *Financial Forecast summary: Expenses and Revenue relatively similar.
- *Transportation contract with Hopkins being addressed. Likely to impact previous audit for 2013-2014.

*Relatively strong position with cash flow and balance currently. Looking at interest earning accounts for investment.

Other Business

I. Mandatory Board Training to be done by Dec.6 - spots have been reserved and paid for by MSSPA. Finance training will be provided by Chuck H from BKDA in January from 5:30-6.

II. Meeting Schedule

*December Meeting: December 16, 2014

Meeting Adjourned: - 7:10pm

Action Items:

(All members) attend mandatory Board Training in December

MSSPA Board Meeting Minutes
December 16, 2014
6:00 p.m.

Present:

Board Chair/Community member - Bill Rodgers
Board Treasurer/Community Member - Jason Davis
Board/Staff - Alison Miller
Board/Staff - Tyler Flory
Board/Staff - Louisa Cadwell
Board/Staff - Michael Leverentz
Board/Community Member - Ed Wilms
Board/Community Member- Ripley Peterson
Board/Community Member- Joan Harris
Ex-Officio-Matt McFarlane, Director of Operations
Ex-Officio-Tania Montgomery, Director of Student Life

Recognitions

Student: Saharla Vetsch – Dancing the longest period of time at the Dance Department's Dance-a-thon. She danced for 6 hours.

Community Members: Jennifer Kovelan - organizing staff meals for conferences

Staff: Chris Thomson, Music Teacher – Performed at the State Theatre with the New Standards at their recent Holiday Show.

Meeting Call to Order: 6:00

Motion to Approve November 2014 Minutes: (Michael, Tyler) all approved

Motion to Approve December 2014 agenda: (Joan, Tyler) all approved

Community Comment: Melissa Stark, Parent and Community Member. Parents purchasing tickets online as a way to develop a mailing list for thank you's and/or donations?

-Big supporter of summer camp idea.

-Possible alumni speaker for the upcoming Spark the Arts? How to make the fundraiser more attractive to a larger pool outside our current families?

-Communication with parents during sit in was thorough and well done.

Reports

I. MMKR-FY2014 Audit

***Opinions and Findings**

-No deficiencies reported in the School's internal control over financial reporting that we consider to be material weaknesses.

- No instances of noncompliance required to be reported under *Government Auditing Standards*.

Estimated ADM increased by 8 from the previous year

General Fund revenues for 2014 increased by \$16,922 from the previous year

The school's expenditures for the year were under budget by \$17,033

II. Operations, Matt McFarlane

*New staff finding stride and new admin structure meeting regularly

*Arts department trying to record estimated costs for performances: rentals, contracts, supplies, etc. In order to have a firmer grasp on what are valid expectations: weighing quality to cost

*Transportation - met with Hopkins Transportation to explore cost saving options for 15-16. Defining transportation boundaries and adjusting start time both discussed.

*Facility- Facility Manager conversation with church ongoing- church plans to issue RFP in early January.

III. Outreach/Development, (Matt McFarlane Standing in for Rob)

*Currently have 23 sustaining family members giving monthly to the school. Monthly intake is \$890.00. Have you signed up yet?

*We have a year end giving letter going out Thursday via mail from Board President Bill Rodgers with 3 ways to give:

- sustaining family
- one time donation
- volunteer time

*We had an information session last Tuesday evening and had 5 engaged families attend.

We left with four enrollment forms filled out and three scheduled school shadows.

*We have targeted six middle schools for arts run-outs for late winter/spring:

1. Seward Middle School
2. Lake Harriet Middle School
3. Maple Grove Jr
4. World Learner School
5. Ramsay Middle School
6. Waldorf School

*We are in development of a summer arts program/camp for students who have completed six, seventh and eighth grades.

*We currently have 38 active enrollments for fall 2015-16, we currently have 73 seniors registered to graduate.

*Spark the arts is scheduled for Saturday February 28th 2015 at the Illusion Theatre.

IV. Teaching/Learning, Michelle Erickson (Matt McFarlane for Michelle)

*Working with Academics departments to develop curriculum and consider changes to meet our variety of student needs and meet goals in math and reading

*Working with Arts teachers to outline curriculum and placement to align coursework to Juries and graduation standards of mastery.

*Reviewing teacher Individual Learning Goals and implementation of Student Learning goals

*Continuing pursuit of protocol in many areas- Infinite Campus student assessment entry for example

V. Student Life, Tania Montgomery

*Dress Code open forum-Students developing a new dress code to present at a staff meeting including some wording on how adults in the building can "dress code" them in a less confrontational/uncomfortable manner.

Student Led Sit-In Demonstration - Tuesday, December 9th

- Organized by a freshman and a sophomore - wrote the notices, and set and enforced expectations
- 3 hours - Approximately 47 participants across the grades, ethnicities and disciplines
- About half took it seriously
- Disbanded mostly without incident - Lessons learned about organizing, including details like lunch, that the organizers often don't get to participate fully because they're managing
- Parent feedback was very positive, especially about the communication from the school (2 out of 10 parent responsive were upset that we allowed it to happen)

Innovative Special Education Services (ISES)

- New Director for us is Brittany Thomforde (Erin promoted to DOO) - was a level 3 EBD teacher prior to becoming a director
- Relationship is growing and becoming more hands-on
- Beginning this week will start doing weekly intensive training/coaching with our Sped staff and giving Matt & I more guidance on running a solid Special Education program

Committee Updates

Facilities Committee (Ed Wilms) Bill, Rob, Ed, Alison, Tim Gagnon, Michael

-No meeting has taken place since previous meeting. Looking to meet in March.

-Tim Dufault revealed possible challenges, design problems and costs that lie ahead in our search for a new space. In agreement that our timeline of goals is the place to start.

-Feasible costs requested by Jason for the finance committee to begin planning accordingly.

Finance Committee (Jason Davis)

Financial Report:

*Current ADM: 296

*Total Revenues are forecasted at \$3,211,143. The budget for General Education Revenue was reduced by \$95,135 due to the school contracting with the Hopkins School District for transportation of all students. \$6,684 was added to the Forecasted Budget for tuition payments to be received.

*Total Expenditures are forecasted at \$3,282,290. Expenditure budgets have been adjusted by \$746 as follows: Technology Equipment purchased (based on actual costs): +\$746

*Annual deficit for the year is forecasted at \$71,147 based on the reduction in General Education revenue. The forecasted fund balance is 17.1%, which falls below the targeted level of 30%.

*The Cash Flow Projection is strong for the remainder of the school year, and the need for short term, cash flow financing is not anticipated.

Other Business

I. Strategic Plan to be addressed at January Board Meeting

II. Meeting Schedule

*January Meeting: January 27, 2014

Meeting Adjourned: - 7:10pm

Action Items:

(All members) review strategic plan. Identify three things you see as priorities.

DRAFT

MSSPA Board Meeting Minutes

January 27, 2015

6:00 p.m.

Present:

Board/Staff - Michael Leverentz

Board/Staff - Alison Miller

Board/Staff - Tyler Flory

Board/Staff - Sarah Omernik

Board/Staff - Elizabeth Klun

Board/Community Member- Joan Harris

Ex-Officio-Matt McFarlane, Director of Operations

Ex-Officio-Michelle Erickson, Director of Teaching & Learning

Ex-Officio-Tania Montgomery, Director of Student Life

Ex-Officio-Robert Thompson, Director of Outreach & Development/teacher

Meeting Call to Order: 6:00pm

Motion to Approve December 2014 Minutes: (Alison, Tyler) all approved

Motion to Approve January 2015 agenda: (Sarah, Elizabeth) all approved

Community Comment: none

Reports from Directors

I. Operations, Matt McFarlane

* Our grant proposals with the Ameriprise (for transportation) and MRAC for artistic are in consideration.

* New transportation arrangements and contracts are being pursued for next year, with the exploration of alternate start times; with a goal of 5-6 bids to put before the Finance Committee for review. Our goal is to move down to 6-7% of our budget for transportation (as opposed to the current 10%)

* Open Meeting Law- the board will proceed with caution in communication so that any all group emails with board members in particular are transparent. Minutes, board meetings, and board committee meetings will continue to be accessible and transparent

* Matt has been exploring a Pilot program with Nick Cruz and *Ableton* that works with music production, song-writing, fashion, and social media production

* Request for Proposal process for the building manager has closed and the church and admin/finance are working to chose a vendor

II. Outreach/Development, Robert Thompson

*Spark the Arts - this year the Spark fundraiser will be a separate event from the musical, in April. It will be a reach-out to the broader Arts and Philanthropic community to build a stronger donor base and avoid over-asking within our community. Efforts are in process to bring big-name artist collaborators. Small fundraiser activities will stay connected to the musical called "sparklets".

*Donations: Sustaining families Donations are at \$890 a month, a patron gave @\$4000 to refurbish the Practice rooms; a different Patron has set up a fund for the school to implement Spark the Arts and other arts programming

*Enrollment 299 bodies in the building, 10 of whom are new: *we closed the semester with 293*; 73 seniors set to graduate this year, with 67 enrollments on books for next year.

If needed, we have a lottery policy and procedure that has been reviewed by the state.

*February 1st, a marketing intern to start at MSSPA.

III. Teaching/Learning, Michelle Erickson

* Staffing: We are back to full staffing in the SPED department with two new teachers: Christopher Bauleke and MaryJo Vassallo. We have new full-time para Sandra Bouressa, and two half-time paras: Virginia Herzog and David Praska. All of our teachers are licensed in their areas, or by variance by the MN Board of Teaching, with the exception of our guest teacher for Yoga this quarter- Kristi Conrad (Yoga certified), with a NLCM variance from the Board of Teaching

* Teacher Development and Evaluation Model is in Implementation. We are conducting mid-year review with Teacher Leaders, and will do mid-year check-ins with each teacher; to plan for professional development this semester.

*Quarter 2 Student Surveys are being processed for individual teacher review

*Student all-school survey is being finalized for implementation in mid-February

* Work continues to secure the best-possible testing circumstances for Spring testing

IV. Student Life, Tania Montgomery

* Attendance rate first semester was at 96%, even so, we are rolling out a new attendance policy to promote better and timely class attendance

*PTO is focusing on increasing parent involvement. They are not doing the mini-golf "Masters on Main Street"

Policies

I. Policy Draft: Fund Balance Policy Revision

Chuck H at BKDA recommends this one for us. Each member should review.

Action Item: Board members review for vote in February meeting

Committee Updates

Facilities Committee (Matt McFarlane)

*future meetings will be 3rd Thursday of month each at 3:30pm

*exploring Affiliated Building Company to purchase space for to lease to MSSPA. This is a typical charter school practice in MN. also exploring the bond process for funding this endeavor

* will issue RFP to Real Estate Brokers to work with us to pursue facility options

* we are also looking at how to improve our current facility as we are here for the next two years

Finance Committee (Jason Davis)

Financial Report:

*ADM 291 (As of 1/14/15)

*continue to budget 279 ADMs for 14-15 school year

*Total Revenues budgeted at \$3,232,545

*Total Expenditures budgeted at \$3,311,257

*Forecasted budget deficit of \$78,712. This puts us at 16.7%, below the targeted level of 30%. If we keep our actual ADMs above budgeted ADMs-that is offset -our performance space budget is higher than actual expenditures

Other Business

I. Special Ed Department turnover: The teachers who left in January went to positions which were well-suited for them.

II. Pay-Scale question discussed.

III. Strategic Plan- Admin recommends refining four strategies that align with the director positions. It needs revamping, we want it to reflect us.

Meeting Adjourned: - 7:31pm (Motion to adjourn: Harris, Miller) all approved.

Action Items:

- (All members) review Fund Balance Policy Revision for vote at February meeting
- (All members) review Strategic Plan Mission and Vision, and submit suggested revisions via email to McFarlane by the Wednesday before the February Board Mtg.
- McFarlane to reshare the Strategic Plan and give revision assignment.

MSSPA Board Meeting Minutes
February 24, 2015
6:00 p.m.

Present:

Board Chair/Community member - Bill Rodgers
Board Treasurer/Community Member - Jason Davis
Board/Staff - Louisa Cadwell
Board/Staff - Alison Miller
Board/Staff - Tyler Flory
Board/Staff - Sarah Omernik
Board/Staff - Elizabeth Klun
Board/Community Member - Ed Wilms
Ex-Officio-Matt McFarlane, Director of Operations
Ex-Officio-Robert Thompson, Director of Outreach & Development/Teacher

Meeting Call to Order: 6:04 pm

Motion to Approve January 2015 Minutes: (Sarah, Tyler) all approved

Motion to Approve February 2015 agenda: (Tyler, Louisa) all approved

Community Comment: none

Reports from Directors

I. Operations, Matt McFarlane

- * Musical running well. Time and effort recognized. Running through this weekend, the 28th. The wedding package has been well-received and enjoyed by many. Sold out last Saturday, the 21st.
- * We've hired a new math teacher. He's been welcomed by staff and students. There's already excitement around the energy he's bringing to the building.
- * We're in the process of looking for a replacement SPED professional. Mr. Perry will be leaving us for personal reasons. His service and work at Main Street has been greatly appreciated.
- * Transportation is being discussed. We're considering aspects including financial savings, start/end time adjustments, as well as benefits and drawbacks of these possible changes. Staff will have the opportunity to give feedback, followed by a survey to Main Street families.
- * Culture creative program has begun. We've had students working during block 5 on projects including modeling, visual design, songwriting, sound design, and fashion design. This program has brought in tremendous benefits for our students including working with professionals in the business, software and other material donations.

II. Outreach/Development, Robert Thompson

*Fundraising- Currently we have 23 sustaining family members giving monthly to the school monthly intake is \$890.00, have you signed up yet?

*Musical has incorporated the "Wedding Package" upgrade option to ticket prices. The Wedding Package includes a number of perks. This upgrade has brought in roughly \$400 extra revenue thus far.

*An info session was held on February 10th. Six of Eight families who attended have filled out applications to attend Main Street.

*We've had 10 shadows in the building in the last week.

*35 freshman at placement workshop last Saturday, the 21st came and enrolled.

*Current enrollment reflects 295 students in our student database Infinite Campus.

68 incoming Freshmen, 72 sophomores, 67 Juniors, 65 Seniors

272 students, 30 intent to return forms to be collected

302 possible as of 2/24/2015

*Spark the Arts is scheduled for Thursday April 23, 2015 at 7PM at the Lab Theater. Our headliner is The New Standards. Board members are expected to attend and if possible, bring someone unaffiliated with the school to learn about us. The Spark committee will need your support again this year with our wine grab, so please bring in 2 (or more if you like) bottles of wine. Suggested price of \$20.00 per bottle.

III. Teaching/Learning, (Matt McFarlane Standing in for Michelle Erickson)

*Students are in the process of finalizing course requests. Homeroom advisors, counselors, and administrators are overseeing the process.

*New deadlines for schedule change requests. Change requests must be completed by the end of the quarter prior beginning in the 2015-2016 school year.

*Students are being given the opportunity to craft their own senior capstone in a new model diverting away from the previous course offered; senior creation. This is in an effort to ensure students are creating work that is authentic and strong. More creative freedom in this option. The senior capstone would earn students an Honors Endorsement. Senior creation/senior capstone is no longer a requirement for the arts endorsement.

*Sophomore American Studies (combined year-long english II and US History)

*Social Studies Dept page 26- 8 credits required

*Special Ed., page 29- learning-objectives based classes with flexibility to group of learners

*Other, page 29-30 - Health goal! Procedure and descriptions for Self-Directed Studies, Teacher Assistant, PSEO, Plato Sophomore US studies combined with

*Self-Directed study procedures have been updated and an effort to reduce TA's is being encouraged for a number of reasons.

IV. Student Life, (Matt McFarlane Standing in for Tania Montgomery)

*Disruptive student behaviors have significantly decreased.

*Working on creating a community that values wellness along with creativity and academic rigor

Committee Updates

Facilities Committee (Matt McFarlane)

*Facility managers have been interviewed and bids are being considered in the decision making process.

*Eagle Ridge Academy in Eden Prairie is looking to move from their current school in the 16-17 academic year. We've been invited to tour the facility in our continued search for a future site for Main Street to continue to grow.

Finance Committee (Jason Davis)

Financial Report:

*ADM 291 remains consistent

*continue to budget 279 ADMs for 14-15 school year

*Total Revenues budgeted at \$3,240,068

*Total Expenditures budgeted at \$3,311,257

*Forecasted budget deficit of \$71,189. This puts us at 16.9%, below the targeted level of 30%. If we keep our actual ADMs above budgeted ADMs-that is offset -our performance space budget is higher than actual expenditures

Policies

Motion to Approve Temporary Fund Balance Policy: (Tyler, Jason) all approved

Motion to Approve Charter School Transportation Survey for 2014-2015:

Approved reversal of form election from "charter is providing own transportation" to "using home district for transportation."

(Elizabeth, Sarah) all approved

Meeting Adjourned: - 7:30pm (Motion to adjourn: Alison, Ed) all approved.

Action Items:

- (All members) Board members review Board Strategic Planning Summary. Tabled for future special meeting. Board encouraged to send suggestions to Matt.

MSSPA Board Meeting Minutes
March 24, 2015
6:00 p.m.

Present:

Board Chair/Community member - Bill Rodgers
Board/Staff - Louisa Cadwell
Board/Staff - Alison Miller
Board/Staff - Tyler Flory
Board/Staff - Sarah Omernik
Board/Staff - Cassy Schauwitzer
Board/Community Member - Ed Wilms
Board/Community Member- Ripley Peterson
Board/Community Member- Joan Harris
Ex-Officio-Matt McFarlane, Director of Operations
Ex-Officio-Robert Thompson, Director of Outreach & Development/Teacher
Ex-Officio-Michelle Erickson, Director of Teaching and Learning

Meeting Call to Order: 6:01 pm

Motion to Approve February 2015 Minutes: (Alison, Sarah) all approved

Motion to Approve March 2015 agenda: (Tyler, Ripley) all approved

Community Comment: None

Guest Presentation: Jay Hromatka, Piper Jaffray: Facility Financing for Charter Schools
Presentation compared Main Street to other charter schools funding their lease from Piper
*Main Street's current lease is up in July 2017- Need new space in the fall of 2017
*Lease Aid accessed through tax exempt bonds allows a fixed rate for life of the lease- long term debt similar to a mortgage
*Most Minnesota Charter schools leasing facilities follow this model

Reports from Directors

I. Operations, Matt McFarlane

* Potential start time change for next year being discussed in order to save substantially in transportation costs. Three parent feedback meetings held and survey sent out. Students surveyed had similar responses to their parents. Out of 171 respondents, 36 parents responded that they could not attend Main Street any longer with the new proposed start time. The result would be loss of \$100,000 even when considering the transportation savings.
* Parent feedback and input in March board meeting was encouraged in previous communications sent out to families from director of operations even though not listed as an action item in the March board agenda. This was brought to light and addressed in assurance

that efforts were made to include families in this discussion. Parents attending the March meeting confirmed these communication efforts.

*Potential loss of students makes time change too great a risk to consider. We will pursue options at current start time, looking to find an accurate count of actual transportation needs.

-Transportation Metrics:

281 registered in the transportation system

32 in district, 20 within 2 miles of MSSPA

-Student Fee proposed to help cover the cost of transportation. This fee would be comparable to the cost of using public transportation. 71 parents have stated that they would consider paying a fee. This will also help us identify the actual transportation needs of our families.

-Possible tiering of buses with other schools is another option being explored.

* A bottom line for transportation cost needs to be established in the very near future- Possible future additional board meeting may need to be scheduled in April.

* Spotlight Awards for The Musical "The Wedding Singer":

- Outstanding Performance by a School Orchestra
- Outstanding Performance in a Lead Role: Spencer Levin
- Outstanding Performance in a Supporting Role: Sammy Smith
- Honorable Mention in a Leading Role: Rahila Coats
- Honorable Mention in a Supporting Role: Sam Ryan, Cheron Whittley, Nadia Emmes
- Honorable Mention for Ensemble
- Honorable Mention for Vocal Performance by a Chorus
- Honorable mention for the Overall Production
- Honorable Mention for the Overall Performance

* MSSPA has received MDE School Finance Award for FY2015.

II. Outreach/Development, Robert Thompson

* Current enrollment reflects 305 students in our student database Infinite Campus.

* 90 incoming freshman, 10 incoming sophomores, 5 incoming Juniors, 5 incoming Seniors have submitted enrollment forms for the 2015-2016 school year.

* Spark the Arts is scheduled for Thursday April 23, 2015 at 7PM at the Lab Theater. Our headliner is The New Standards. We are looking for 200 attendees. The Spark committee will need your support again this year with our wine grab, so please bring in 2 (or more if you like) bottles of wine. Suggested price of \$20.00 per bottle. Also, maybe a gift card or 3.

-Evites went out last Friday, Paper Invitations were sent out today, Follow ups begin tomorrow

III. Teaching/Learning, Michelle Erickson

*UST has approved contract modifications regarding accountability. Currently focused on testing, but open to adjusting and expanding criteria to include arts endorsement, jury considerations, and teacher development.

*MCA testing for Sophomores and Juniors in reading, math and science to complete in April. 210 testing sessions on 25 computers. Call for more computers to expedite testing efforts.

*NWEA testing for UST. Juniors no longer need to be tested.

IV. Student Life, (Matt McFarlane Standing in for Tania Montgomery)

*Dress code committee has a proposal to submit to the board by the end of the school year after receiving input from Main Street staff.

Committee Updates

Finance Committee (Matt McFarlane standing in for Jason Davis)

Financial Report:

*ADM 291 remains consistent

*Continue to budget 279 ADMs for 14-15 school year

*Total Revenues budgeted at \$3,196,655

*Total Expenditures budgeted at \$3,345,290

*Forecasted budget deficit of \$148,635.

* The cash flow projection is strong for the remainder of the school year, and the need for short term, cash flow financing is not anticipated.

*SPED funding that was budgeted to come in is not coming in. We are looking into why this is the case.

*Adopted budget for donations and gifts originally forecasted at \$51,507. Current actual intake is \$28,376.57. \$28,511 forecasted for Spark the Arts.

*Culture Creative project has no financial impact.

*Student Fee projection does not reflect the revenue taken in from the musical. This will be added at a later date.

*280 ADMs used in current creation of budget for 2015-2016 school year. General state funding increase will not be released until May. 1%-4% expected.

*Space rental projections less than what we thought the original expense would be.

*Staff and community committees including board members proposed for next year.

Meeting Adjourned: - 7:35pm (Motion to adjourn: Joan, Tyler) all approved.

Action Items:

- Proceed to set up 501 (c)(3)
- Parent Survey and follow up on fee proposition to cover transportation costs in lieu of adjusting start time
- Seeking Vice President Nomination from the Board
- Board Elections for 2015-2016 School in May. Seeking Candidates through the end of April: 3 Community Members. Parents are welcome to apply.
- (All members) Board members review Board Strategic Planning Summary. Tabled for future special meeting. Board encouraged to send suggestions to Matt.

MSSPA Board Meeting Minutes
April 28, 2015
6:03 p.m.

Present:

Board Chair/Community member - Bill Rodgers
Board/Staff - Louisa Cadwell
Board/Staff - Alison Miller
Board/Staff - Tyler Flory
Board/Staff - Sarah Omernik
Board/Staff - Cassy Schauwitzer
Board/Staff - Elizabeth Klun
Board/Community Member- Ripley Peterson
Board/Community Member- Joan Harris
Ex-Officio-Matt McFarlane, Director of Operations
Ex-Officio-Robert Thompson, Director of Outreach & Development/Teacher
Ex-Officio-Michelle Erickson, Director of Teaching and Learning
Ex-Officio- Tania Montgomery, Director of Student Life

Meeting Call to Order: 6:05 pm

Motion to Approve February 2015 Minutes: (Sarah, Ripley) all approved

Motion to Approve March 2015 agenda: (Tyler, Cassy) all approved

Community Comment: None

School Bonding Q/A: Piper Jaffray

- *Review of the content presented in previous meeting
- *State Lease Aid drives amount afforded for bond. It becomes the job of the board to provide an accurate estimate/ goal of student numbers we predict and hope for in the future.
- *Financing depends on the needs of the school. It is locked in. 25-35 years maturity. There can be a prepayment penalty. Various financing options and projections will be proposed.
- *It takes roughly 90-120 days to put bond financing in place.
- *Information needed about new facility before bond financing can take place: purchase agreement, environmental study, preliminary title work.
- *Main Street's authorizer, St. Thomas is supportive of Main Street working with Piper Jaffray based on their previous experiences with this company in the past.
- *Resolution to take place in this meeting means the signing of an engagement letter with a 30 day opt-out for either party. The engagement letter allows Piper Jaffray to begin running bond financing projections for the board to use for further decision making.

Motion from Facilities Committee to sign engagement letter with Piper Jaffray: (Cassy) all approved

Reports from Directors

I. Operations, Matt McFarlane

- * Substantial construction has temporarily adjusted bus drop-offs and pick-ups
- * Donated practice rooms to be installed over the summer
- * Building capacity not deemed by fire inspector or city. 21 rooms with 20 kids per room: 420. Raising enrollment capacity a possible future board agenda item.
- * Transportation: 10 Bids narrowed down to 2-3 that would provide tremendous savings from previous years. \$90 fee per quarter per student equivalent to exact amount charged by city bus system. Will help us get a true number for how many kids are actually riding. Fee was primarily supported by parents surveyed earlier in the school year. Many surrounding charter schools use this same model.
- * ABC formation - We have moved ahead in the formation of the Main Street School of Performing Arts Affiliated Building Company. Our state filing was completed today, with the federal filing on the way.
- * Board Elections 5-6 community candidates and 2 staff candidates running. 3 positions to fill. Elections open May 1st and people will be able to vote at public performances and in the office throughout the month of May.

II. Outreach/Development, Robert Thompson

- * Potential Enrollment 2015-2016: 89 incoming freshman, 94 sophomores, 76 Juniors, 74 Seniors. NO students are currently on a wait list.
- * Considerations regarding increasing the school enrollment cap based on projected incoming numbers and writing up contracts for the 2015-2016 school year.
-Need to continue adjusting as we grow, considering class size numbers and most effective use of space and teacher rotation between classrooms.
- * Spark the Arts 2015 was the most successful one we've had. We brought in roughly \$45,230. More alumni parents present than ever before. The event was supported extensively by community artists, alumni and corporate donors.

III. Teaching/Learning, Michelle Erickson

- * Sophomores completed MCA math testing in a new computer lab setting.
- * ACT testing took place today for all sophomores.
- * AP testing, MCA Science testing to come.

IV. Student Life, Tania Montgomery

- * Discipline Rubric expands on handbook to give specific information to staff as to proposed consequences for individual offenses. Sets up expectations and predictability. Combination of models from other schools.
- * Demographics of behavior referrals and trends in comparison to previous years requested. Possible staff feedback session suggested for the end of the year.

Committee Updates

Finance Committee, Jason Davis

Financial Report:

*ADM of 284

*Continue to budget 279 ADMs for 14-15 school year

*Total Revenues budgeted at \$3,218, 542

*Total Expenditures budgeted at \$3,333,175

*Forecasted budget deficit of \$114,633.

* The cash flow projection is strong for the remainder of the school year, and the need for short term, cash flow financing is not anticipated.

*Transportation changes coming next year should assist in increasing fund balance.

*Currently working on preliminary budget for next year. Next meeting should present a fairly solid budget. Staffing contracts, state funding, and more accurate ADMs should give us a more reasonable picture of what to expect for next year.

Other Business:

***Matt McFarlane has been recognized as the MDE identified official with authority.**

(Cassy) All approved

Meeting Adjourned: - 7:35pm (Motion to adjourn: Tyler, Sarah) all approved.

MSSPA Board Meeting Minutes

May 26, 2015

6:00 p.m.

Present:

Board Chair/Community member - Bill Rodgers
Board Treasurer/Community Member - Jason Davis
Board/Staff - Louisa Cadwell
Board/Staff - Alison Miller
Board/Staff - Tyler Flory
Board/Staff - Sarah Omernik
Board/Staff - Cassy Schauwitzer
Board/Staff - Elizabeth Klun
Board/Community Member - Ed Wilms
Ex-Officio-Matt McFarlane, Director of Operations

Meeting Call to Order: 6:02 pm

Motion to Approve February 2015 Minutes: (Tyler, Cassy) all approved

Motion to Approve March 2015 agenda: (Louisa, Jason) all approved

Recognition: Brenda Tonjes for her hard work over the course of the school year.
Senior students for graduating!

Community Comment: None

Committee Updates

Facility Committee, Matt McFarlane

- Jay Hromatka and Rick Nelson from Piper Jaffray presenting maximum project cost projections depending on possible enrollment numbers.
- Board must consider the risk of enrollment projections.
 - How much will a new facility influence enrollment numbers?
 - Location?
 - How could Main Street expand program offerings?
 - What can we ultimately afford?
 - How large do we want to grow to?
- Discussed future property options
 - What is a good fit for our needs?
 - What can we afford?
 - Board intends to tour options

- Larger discussion with stakeholders regarding strategic plan and enrollment goals for the future of Main Street suggested.- June 1st meeting with staff
-

- Representation for the duration of property purchasing discussions recommended.

Finance Committee, Jason Davis

Financial Report:

*ADM of 286.75

*Continue to budget 279 ADMs for 14-15 school year

*Total Revenues budgeted at \$3,213,361

*Total Expenditures budgeted at \$3,334,887

*Forecasted budget deficit of \$121,526.

*The cash flow projection is strong for the remainder of the school year, and the need for short term, cash flow financing is not anticipated.

*Last year's balanced budget did not accurately project the transportation cost of the 2014-2015 school year. This unforeseen expense brought Main Street to a negative balance going into the 2015-2016 school year.

*Transportation savings with new plan for next year will wipe out current deficit.

*2015-2016 budget and 2014-2015 adjusted budget to be approved in June Board Meeting.

Policies/Approvals

Enrollment Policy presented for first reading.

325 enrollment cap only change in wording. To be approved at next board meeting.

Motion to approve MSHSL 15-16 resolution for membership: (Sarah, Elizabeth) all approved

Motion to approve 2015-2016 Calendar with suggested edits: (Cassy, Tyler) all approved

Motion to approve initiation of closed session- (Alison, Cassy) all approved

- Board went into closed session for director of operations evaluation.

Motion to move out of closed session: (Cassy, Tyler) all approved

Meeting adjourned: 8:22 (Motion to adjourn: Alison, Sarah) all approved

Action Items:

*Discuss strategic plan and enrollment goals with staff at June 1st staff meeting.

*2015-2016 budget and 2014-2015 adjusted budget to be approved in June Board Meeting.

*Enrollment policy with new cap number of 325 to be approved at next meeting.

MSSPA Board Meeting Minutes

June 16, 2015

6:00 p.m.

Present:

Board Chair/Community member - Bill Rodgers
Board Treasurer/Community Member - Jason Davis
Board/Staff, secretary - Louisa Cadwell
Board/Staff - Cassy Flory
Board/Staff - Alison Miller
Board/Staff - Tyler Flory
Board/Staff - Sarah Omernik
Board/Staff - Elizabeth Klun
Board/Community Member - Ed Wilms
Board/Community Member - Joan Harris
Board/Community Member - Ripley Peterson
Ex-Officio-Tania Montgomery, Director of Student Life
Ex-Officio-Robert Thompson, Director of Outreach & Development/Teacher
Ex-Officio-Michelle Erickson, Director of Teaching & Learning

Meeting Called to Order: 6:03 pm

Motion to Approve May 2015 Minutes: (Miller, Omernik) all approved

Motion to Approve June 2015 agenda: (Peterson, Flory) all approved

Community Comment: none

Director Year End Reports-State of the School

I. Teaching/Learning, Michelle Erickson

Highlights:

- established consistency and process for teacher development and school-wide best practices, teachers feel supported; teachers adapted to change, and students feel there is stability and consistency
- reduced some testing requirements; successful, consistent required testing season- MCAs- 98.5% completion rate (good for reporting in AYP, MMR)
- good relationships with UST and MDE
- We met our school wide goal of 85% or more of our students participating in a performance outside of class
- 85% of students surveys would recommend MSSPA to a friend
- rating over 80% by students in classroom experience- content, and communication, supportive atmosphere, teacher availability
- students love their artistic and creative opportunities across the curriculum, and feel strongly that that have grown as artists

Opportunities:

- more cohesion in teaching practice, within departments and across curriculum
- documented organization of our best practices
- testing philosophy and practice that is less intrusive
- equipping and supporting teachers in classroom management/environment...students consistently reported a struggle to learn well when class energy is not focused and time is not put to good use

Q-Comp Report, Cassy Schauwitzer

- * aligning Q-Comp with state-statuted TDE, with both standards and funding
- *successful implementation year for TDE
- *100% of our HRs met the 85% performance participation goal
- *we met our school-wide Math academic goal
- *95% of our teachers successfully completed observations cycle

II. Student Life, Tania Montgomery

Highlights:

- *interaction with each student was rewarding, developing the behavior expectations/discipline model,
- Opportunities: to refine attendance and behavior tracking; re-build the Ambassador program, student leadership

III. Outreach/Development, Robert Thompson

Highlights:

- enrollment is projected at 323 for Fall, Brenda Tonjes has been consistently in contact with prospective families
- Performance Calendar in the works
- Spark did the best it has ever done, we made great contacts in the Twin Cities Arts community, particularly the Guthrie Development and Education staff; MacPhail Program,

Opportunities:

- website Re-Build (this has begun already), development and promotional materials and recruitment with , performance calendar
- JohnMark Hostetler and Steve Mollick will work as TOSA in this area
- changes at F.A.I.R. schools could be an opportunity for students

IV. Operations, Matt McFarlane

Highlights:

- director's year review and individual meetings to talk about successes and growth and

Opportunities:

- Staffing for 15-16: 1 SPED teacher, and 2 SPED paras
- Transportation: we are going to be sharing our busses with Notre Dame Academy with K-12 Transportation
- parents received bus plan, and there has been good feedback regarding bus usage
- Technology: unifying staff computers, second chromebook cart, website development
- Facility: Zeeman construction will begin work on back side of the building imminently, with plan of finishing by early August
- Board member Auditor compliance documentation
- Jason, Joan, Bill, and Cassy are outgoing and we celebrate their contributions that have kept our school thriving
- New board members welcome: Andrea Cuellar, Mary Burroughs, Cheryl Gunness, and Jeff Horgan

Committee Updates

Facilities Committee (Matt McFarlane)

*A group of teachers and board members did a walk through of Eagle Ridge Academy in Eden Prairie. Feedback was overall positive, there were quality questions and ideas about fitting the space for our programming needs and an articulation of ideas for growing our programming into the space

*Brad Bohlman will represent us in negotiations and building development

Finance Committee (Jason Davis)

Financial Report:

*ADM 286.74 remains consistent

*Total Revenues forecasted at \$3,226,426

*Total Expenditures forecasted at \$3,370,442

*Forecasted budget deficit of \$144,006. This puts us at 14.5%, below the targeted level of 30%.

*growth is critical to our financial stability and organizational trends are strong, additionally, increase in state funding is coming

Motion to adopt the Budget Forecast for 2014-2015 (Davis, Wilms) all approve

*2015-2016 Multi-Year Budget Projection Model Report:

*assumptions: no growth in ADMs for budget, state budget increase 2% per student, assumed transportation reimbursement from state

*Total state, federal, and local revenues projected: \$3,338,318

*Total expenditures projected: \$3,322,884

*this is a balanced budget

Motion to adopt the 2015-2016 Budget (Davis, Harris) all approve

2015-2016 Committees (McFarlane, Rodgers) August, 2015 start

- I. Nominating Committee (situational): Montgomery, Erickson, Omernik
- II. Finance Committee
- III. Facility Committee
- IV. Governance Committee (new):
- V. HR Committee (new):

Policies

Admissions: Proposal reviewed

Motion to increase Admissions Cap Policy to reflect current facility capability to 325 (Omernik, Miller)

All Approved

Meeting Adjourned: - 7:30pm (Motion to adjourn: Cadwell, Flory) all approved.

Action Items:

- (All members) Board members consider the nomination of board officers (report nominees to the committee)