

Prairie Seeds Academy -- District # 4126

Board of Director's Board Meeting, January 8, 2014

3:30 PM – 5:30 PM in the Conference Room at 6200 W Broadway Avenue North, Brooklyn Park, MN 55428

Minutes

Mission

Prairie Seeds Academy, in cooperation with families and community, provides leadership in rigorous education, to develop inquiring, knowledgeable and caring citizens who help create a better and more peaceful world through intercultural understanding and respect.

Board of Directors' Purpose

To provide leadership, set policy, and develop accountability practices that will ensure high student achievement.

Call to order Meeting called to order at 3:42 p.m.

Role Call

Present: Kristy, Chee, Doua, Jeff C, Mindy, Ben W

Absent: Lani

Ex-Officio: Ger, Choua

Guests: Chuck, Jeanene, Jim Eichten (from MMKR-Malloy, Montague, Karnowski, Radosevich and Co. P.A.)

Presentation of the Agenda

I. Reports:

➤ **Treasurer's Report and Motion:**

Jim Eichten---auditor report presented

MDE required an audit to be presented to them by Dec. 31, 2013 including both a management report as well as Financial Statements and Supplemental Information. The audit was presented on time and Jim is presenting that to the Board. The Management Report shows a clean audit. Federal funds are also audited and documented in this report. MN laws and regulations are also audited. Financial Trends including Average Daily membership, General Fund Operation and Financial Position, General Fund Revenue, and General Fund Expenditures are also documented.

The audit was accepted.

Motion was made to transfer money to approve the expenditure of the lunch program deficit by Chee. Second by Kristy. All approved.

October financials (carry over from November meeting)

November financials

December financials

All documents were presented for management and financials. Motion to approve financials for Oct, Nov and Dec by Jeff Culp. Chee second. All members voted to approve.

Resolution: To move forward with PMA Financial Networks and PMA Securities investment by Doua. Jeff C. second. All were in favor of the resolution.

➤ **Secretary's Report and Motion**

Motion to approve the minutes from the November meeting by Kristy. Second by Chee. All Board members voted approval.

➤ **CEO/ Principal's Report:**

- The commissioner has released a report for building K-12 repayment. Full day kindergarten will bring more dollars to PSA since we already have a full day program. Some traditional public schools will be moving to free lunch (based on specific schools within the districts).
- A newsletter home to keep unused medications monitored has been suggested.
- PSA is looking for more area for parking for staff and parents for events. This option will be explored for estimates, civil engineers to give input and further information to bring forward to the Board at a later date.
- Enrollment is at 795.
- PDP (Professional Development Plan) are developed by each teacher. Coaching plans are developed for teachers. The goal is tied to an area in the observation rubric that needs to show growth.
- Title funds are being used to hire 4 more EAs to support reading and math. . An intervention plan is being put in place to assist students to close the achievement gap. A curriculum is leveled and moves the students up. We hope to be able to keep the EAs on for next school year too.
- Jeff Sansgaard has put the application in for PBIS and is submitting it today. This was approved at the last Board meeting.
- The IB visit will happen on May 15 and May 16. They will determine if we can be an IB school. They will look for IB to be embedded in the school.

II. Old and/or Unfinished Business:

III. New Business:

- Procurement Policy
Discussion centered on the need for a written policy
The policy was moved to be accepted by Jeff. Second by Doua. All voted approval.
- Background Check Policy
Discussion followed up from the November Meeting.
A motion to approve the Background Check Policy by Kristy. Second Ben W.
All members approved the background check policy.
- Staffing: Anne Brakob Jenny Haynes
 Tom Thao Jeffrey Suos
Motion to approve the staffing was made by Doua. Second by Jeff. All present voted approval.
- Contract: Jen Heieie, ISES
Jen is hired as the SpEd Coordinator. Motion to approve by Jeff C. Kristy second.

IV. Adjourn: 5:36

Next Meeting: Wednesday February 12, 2014

Next agenda items:

Teacher Salary Schedule

Middle School Data

Number of free and reduced lunch across the years of PSA to compare lunch deficit

March meeting:

Preliminary 2014-15 school calendar

