

Prairie Seeds Academy -- District # 4126

Board of Director's Board Meeting, July 10, 2013

3:30 PM – 5:30 PM in the Class 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 3:49

Role Call

Present: James, Chee, PaKou, Doua

Absent: Casey

Ex-Officio: DeGune Lee

Guests: Jeanene, Jeff C.

Presentation of the Agenda

I. Reports:

- **Treasurer's Report and Motion: (5 min) needs vote** REMOVED due to no report since we are at the end of the fiscal year
- **Secretary's Report and Motion: (5 min) needs vote**
Chee moved to accept both of the sets of minutes. James second. All voted to approve.
- **CEO/ Principal's Report: (10 min)**
CEO: J4 celebration was a great success for promoting the school. Public relations event was successful!
Facility is being cleaned, waxed and painted.
A new Athletic Director has been hired. We are looking to begin boys basketball at the younger ages.
Principal: Gifted and Talented Training and IB PYP training
Senior Trip to the WI Dells
Leadership planning sessions are scheduled for July.
Aug 1 Law conference will be attended by several administrators
Some teachers will be attending Responsive Classroom and Developmental Design training.
Application B for MYP/ Authorization will be this fall. There will be a submission and a visit to PSA.
Enrollment looks healthy. Waiting lists are in place for most grades for 2013-14.

II. Old and/or Unfinished Business:

III. New Business:

BOARD GOVERNANCE TRAINING by C. Herdegen Compliance for Governance 13-14

1. Recognition of New Board Members
Motion to the temporary Board members to be seated on 13-14 Board by James. Chee second.
2. Election of Officers
Current officers remain until the next meeting.
3. Board Meeting Schedule for 2013-14: day, time, location
Motion by Chee to meet every month on the 2nd Wednesday starting in Sept. 3:30 at PSA
4. Board Members' conflict of interest disclosure
5. Designation of Depositors: Venture Bank/ PMA Financial Network
6. Authorized signers at banks: Chair, treasurer, CEO
7. Delegation of Authority to make electronic funds transfers:
 - Chair, Treasurer, or CEO
 - C. Herdegen or designee at Beltz, Kew, Darling and Associates

Electronic funds transfers made for : investment of excess funds or the transfer of funds between school's accounts; payment of employee payroll direct deposits; payment of fed, state, and unemployment taxes (deductions or benefits); payment of TRA and PERA; payment of other payroll related deductions and benefits; monthly building lease payments; monthly payment of credit card charges; vendor payments; other payments as approved by the School Board

8. Designation of Official Newspaper (required for posting of public notices) Hmong Today
Motion to approve #4, 5, 6, 7, and 8 by Chee. Second by Jeff C. Unanimous approval.
9. Updated staffing
 - Returning Staff: Pakou - 4th grade, Mor Chia – 5th grade
 - New Hires:
Cassie Beh – ESL 3-5
Angela Kampa – Math HS
Paula Huss – Special Ed HS
Jason Obarski – Athletic Director (.75 FTE)
 - To Be Hired:
Science – Biology Teacher – making offer soon
Science Chemistry – making offer soon
Spanish Teacher – making offer today
Counselor HS – making offer soon
Librarian elem –
MN Reading Corp –
MN Math Corp –
Youth Alliance –
 - Terminated:
Chue Yang – Custodian & Facilities Management
Tong Yang – Custodian

Motion on accepting the list of returning staff and new hires made by James. Second by Chee.

Motion on terminated staff to accept by Jeff C. Second by Chee.

10. Approval of School Psychologist Contract ProCare Therapy
Motion to accept the contract for the school psychologist contract by PaKou. Second by Jeff C. All approved.

11. Food service for 13-14 School year

Bids were received. DeGune led the discussion about the varied points of the food vendors. Meetings with the vendors and looking at the financials led a recommendation to the Board to strongly consider CKC.

Motion to accept the CKC food vendor contract made by James. Second by Chee.

Unanimous approval.

➤ **Resignation of Board Member**

James sent a letter to the Board to withdraw as a member due to accepting a new job. It was a really hard decision for James to make. It has been his privilege to be a part of PSA.

Motion by Doua to accept James resignation. Chee second. Resignation accepted.

IV. Adjourn: 5:38

Next Meeting: Wednesday August 28, 2013

Then for 2013-14, the 2nd Wed of every month

Annual Meeting, Thursday August 22, 2013 3:30

Future Agenda items:

Contracts for CEO and Principal, Administration