

# Prairie Seeds Academy -- District # 4126

Board of Director's Board Meeting, Jan. 9, 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: 3:36 by James Lange**

**Role Call**

**Present: James, PaKou, Chee, Casey**

**Absent: Doua**

**Ex-Officio: DeGune, Choua, Ger**

**Guests: Chuck, Jim Eichten, Shane, Jeanene, Pat**

### Presentation of the Agenda

#### **I. Reports:**

➤ **Treasurer's Report and Motion: (5 min)**

Combined statements were sent for October and November. Chuck connected the budgets to the State Audit. State hold back was dropped to 17.5%. March meeting will bring forward the updated working budget. Revised adopted will be in May or June.

A motion was made by Casey and seconded by James to receive the treasurer's report. Unanimous approval.

➤ **Secretary's Report and Motion: (5 min)**

A motion was made by Casey and seconded by Chee to accept the minutes. Unanimous approval.

➤ **CEO/ Principal's Report and Motion: (10 min)**

Choua: Enrollment as of today is 796.

Hmong New Year was a success.

Teacher observations are starting the second round.

Ger: Thailand trip

The group was welcomed. The schools are different. They are looking to exchange students with a school. Uniforms are mandatory. There are villages of all Hmong people.

Laos: Schools are just a door to enter. Test at the end of the year given to the students to pass. Minimum curriculum, if any.

To exchange students, we must be certified. As a Board, is there an interest to sending teachers to teach English?

#### **II. Old and/or Unfinished Business:**

**1.**

#### **III. New Business:**

➤ **Audubon visit/ Renewal**

Shane presentation: Renewal options are up to 5 years now. Prelude and monitoring prior to the renewal occurred earlier. A site visit was done by a team from Audubon. Performance on Academic, Financial and Operational . The yearly audit had not been completed at that point. Feedback is given to us for input and for the renewal application. The evaluation showed:

- Internal culture is strong.
- 50% of the NWEA Map scores are hitting or exceeding their growth targets.
- Annual report needs to include status of the Board and training. Audubon will provide guidance about annual reports.

Next step will be the input of the renewal requirements. PSA will be notified by March 1 for results.

➤ **Financial Audit**

**Financial Training was given by the Auditor.**

Jim Eichten here from MMKR, Auditor. Annual statements are required to be submitted to State Auditor and MDE by Dec. 31, 2012.

The requirement is that a certified professional auditor submit the documents—Financial Statements and Management Reports. Single audits were done in Lunch Program and SpEd program as is required with Federal dollars being over \$500,000.

- Please note that the meeting schedule has been changed and that changes the 35 day requirement to pay disbursements. For a school that meets every other month, that is up to 45 days.

Final comments indicate a good audit.

Action to accept the financial By Chee. Second Casey. Unanimously approved.

➤ **Staffing**

New hire: K-2 EA Teresa Long

Bai Lee moved to the teaching position of 1<sup>st</sup> grade

Motion to accept the hire made by PaKou. Second Casey. Approved.

Faaria Hussain is no longer employed at PSA

Xee Lee left as she is a manager

Motion to accept those who are no longer at PSA made by James. Second Chee. Approved.

**IV. Adjourn: 5:53**

**Next Meeting: Wednesday, March 13, 2013**

**Future Agenda:**

**March: 2013-14 School Calendar, Election in May**

**May: Contracted services renewal, Approval of contracts, Annual Meeting**