

# Prairie Seeds Academy -- District # 4126

Board of Director's Board Meeting  
4 PM – 6:00 PM at 6200 W Broadway Avenue North, Brooklyn Park, MN 55428

**January 13, 2016**

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

Role Call 4:04

Present: Xee Vue, Jeff Culp, Mindy Hansen, Felicia Perry

Absent: Tzianeng Vang

Ex-Officio: Choua Yang, Cha Ger Yang, DeGune Lee

Guests: Chuck Herdegen(Beltz), Dan Pett(Audubon), Jeanene Miller

### **I. Reports:**

- Financial Report and Motion: (5 min) \*

Chuck asked for questions.

A motion to approve the December Financial Report and Management Report by Xee. Second by Jeff. All voted in favor.

- Minutes of previous meeting and Motion: (5 min) \*

The chair asked for questions or suggestions to the minutes. A motion to approve the minutes of the December 9, 2015 meeting was made by Jeff. Second by Xee. All voted in favor.

- CEO/ Principal's Report: (10 min each)

Cracks in the unit on the roof. The unit is almost \$30,000. The HS gym is cold and needs the heat exchanger replaced. They will be here tomorrow at 7:30. They use a crane to lift the unit as it is so large. The unit was not installed correctly. All 3 units have a crack in the same place. Insurance should cover. If not, there is money to transfer to cover it. There are 5 total units on the roof.

Elementary heat was not working one day. The cafeteria in the elementary wing has access to the boiler room. Emergency stop must be outside of doors by code. The stop was pushed somehow on Saturday. The building was cold on Monday. The pilot had to be relit.

Friday, Jan. 15, is the end of the first semester. We are still looking for a Biology teacher. Chemistry is open as of Jan. 8. The English Department has been unstable this year.

PBiS has had a big impact on the school. Violation of policy are divided into minors and majors. The team looks at the data monthly. Data indicates where the behaviors are happening. This is helpful for the school. Tier I is the majority of the students. Tier II is 20% of the student body. Tier III is the 5% of the student body that have the highest need. Hall monitoring team started in December. It is working well.

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

- ~~By laws \*~~ Lawyer still working on it.

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

➤ Staffing updates\*

Resignation: M. Gabrielli, HS English  
E. Ridley, Chemistry

Hiring: Laurie Erkkila, math started Jan.4

A motion was made by Mindy to accept the resignations and hiring. Jeff second. All voted in favor.

➤ Evaluation forms and process update- Mindy

Mindy will connect with Felicia about the forms. Time will be set to meet so that it can be narrowed down. The goal would be to do an evaluation with both by the end of the year.

➤ Election committee

It is the time of year to establish the committee. Felicia volunteered to be on the committee. We would like to have 7 members if possible. Terms of Jeff and Mindy are ending this year. They might be interested to run again. (\*\*Note: After the meeting, documents were checked and only Jeff Culp, teacher term is up.) We have one parent on the committee so the Board would like to ask Tzianeng to be a part of the committee.

Jeff made a motion to approve the committee to include Felicia, Tzianeng and 2 more staff. Mindy second. All voted in approval.

➤ Environmental-follow up

Katie T, 2<sup>nd</sup> grade teacher and Julie, 5<sup>th</sup> grade teacher, are working on a plan of curriculum matched to a field trip with each grade. The goal for next year is a project per quarter.

Secondary includes Domenic and Isaac now. 9<sup>th</sup> grade are going to do an overnight at Lake Pepin.

The curriculum is already developed. Camp Fire is being sought out to provide an environmental class in the next round of the After School Program.

Adjourn at 5:02 p.m.

**Next regular meeting:** February 10, 2016

**Future agenda items:**

By laws updated

Evaluation forms and process

Data

2016-17 Calendar draft

\*Items that need motions/ approval