

Prairie Seeds Academy -- District # 4126

Board of Director's Board Meeting

4:00 - 6:00 at 6200 W Broadway Avenue North, Brooklyn Park, MN 55428

1-25-17

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 @ 4:08pm

Role Call

Present: Mindy Lomen, Jeff Culp, Melanie Bradshaw, Becky Buckley

Absent: Sue Moua

Ex-Officio: Ger Cha Yang, Choua Yang

Guests: Crystal Vang, Laura Booth, David Greenberg, Jim E

I. Reports:

- Minutes from 12-19-16*
Jeff motioned to approve and Becky seconded. Vote is unanimous.
- Financial & Management Reports and Motion - December*
Decrease in student enrollment
Budget still strong

Becky motioned to approve and Jeff seconded. Vote is unanimous.
- EE Update - Environmental Literacy Plan Approved
Plan will be shared with all staff.
EE Committee will monitor and support with implementation.
Data is being collected via surveys and posted on bulletin boards in the school.
- School Transformation Board Committee Update
Committee has completed the selection process and in process of arriving to a consensus.
Included are RFP rubrics and final interviews. Weighing the candidates
Special board meeting will take place before February 1st.
- CEO/Principal's Report

CEO: Local Wellness program is a new requirement. Each school must comply by June 1st.
Nutrition guidelines, physical wellness will be promoted.

President Trump has appointed a new educational secretary, Betsy DeVos, who supports charter and private schools.

Principal: Enrollment: Elem- 314, MS- 189, HS- 226: Total: 729
Enrollment has been temporary closed.
PSA has a waiting list and will reopen enrollment for second semester.

II. Old and/or Unfinished Business:

- Algebra Reborn Contract
Clarification- consultant agreement was revised

Becky motioned to approve and Mindy seconded. Vote is unanimous.

III. New Business:

➤ MMKR Audit Reports*

Jim explained role of the auditor - annual audit is required, presented the results of the audit. Audit has to be completed electronically. Audit was completed on a timely basis and audit process went very smoothly.

One finding related to internal controls in the food service program. Recently – Uniform guidance.

Must have documented, written controls for financial procurement policy. MMKR audits roughly 70 schools in the metro and there may have been 3 that have this new policy.

A corrective action plan is required to be submitted to MDE in which we have targeted for June 3, 2017.

In terms of compliance, PSA had a very good audit.

Federal government is requiring that we have written procurement procedures.

State of MN changed its formula for state aid for special education.

PSA is in excellent financial condition.

Fund balance policy state 20 -35% of general fund balance, PSA has higher than that.

Jeff motioned to accept audit report and approve balance transfer of \$68,000, Becky seconded, Vote is unanimous.

- ### ➤ Possible board trainings – Week of 2-6-17, Governance and Personnel for new members And Minnesota School Boards Association Officers' Workshops (Month of Feb.) St. Thomas – Saturday, April 29.

We will arrange a time for governance and personnel board training from Jim Martin for Monday, February 6th, 2017 at 4-6 pm.

- ### ➤ Board Reviewed the ACNW board observation.

These are opportunities for best practice. How do we grow at capacity and how do we get more expertise. We run a very organized meeting and good governance

- ### ➤ Meeting adjourned at 5:15 pm

Next regular meeting: 2-27-17

Future agenda items:

-Credit Card Policy

-Wellness Policy

➤ Policy Review*:

- Policy 414 - Health and Safety Including Employee Right to Know
- Policy 415 - Bloodborne Pathogens
- Policy 416 - Communicable Diseases and Infections
- Policy 803 -Student Transportation and School Bus Safety
- Policy 804 - Equal Access to Secondary School Facilities by Students
- Policy 805 - Equal Access to Use of School Facilities by Youth and Community Groups

Items that need motions/ approval