

# 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

**April 17, 2017**

**Board 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: 4:03 PM**

**Role Call:**

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

**Absent:** Sue Moua

**Ex-Officio:** Choua Yang, Ger Yang, Degune Lee

**Guests:** Mary Stafford, David Greenberg, Charlotte Wagner, Kita Her, Bao Vang, Dr. Mai Moua

Agenda Items	Outcomes
<p><b>I. Reports:</b></p> <ul style="list-style-type: none"><li>Minutes from 3-20-17 Meeting*</li><li>Financial Report and Motion - March *</li><li>EE Update</li><li>Election Committee Update</li><li>CEO/Principal's Report</li></ul>	<p><b><u>Minutes from 3-20-17</u></b> Jeff Culp motioned to accept the minutes, Becky Buckley second the motion. Vote is unanimous.</p> <p><b><u>Financial report:</u></b> Charlotte Wagner reported that PSA has about 6 million in the bank. Enrollment is still declining.</p> <p>Melanie Bradshaw motioned to approved the financial report. Jeff Culp second the motion. Vote is unanimous.</p> <p><b><u>EE- Mindy Reported:</u></b> -Secondary side - teachers are adding pieces of what they are using for EE in the shared google doc -Elementary- starting a nature club for grade 3-5 for a total of 5 weeks by learning about nature, playing games, learning about animals, students are very excited.</p> <p><b><u>Election Committee</u></b> -Annual Meeting/Spring Concert on May 18th; parents/community/staff that will be voting throughout the day.</p> <p><b><u>CEO and Principal's Report</u></b> Enrollment so far at PSA 714 Middle School is 215 High School is 184</p>

	<p>Elementary 315</p> <p>-HAP and TRUEnorth working with staff and students.</p> <p>-Building upgrade around PSA, fabric covering soccer field, will add fences to help with protecting PSA outdoor playground and equipment.</p> <p>-Super Bowl coming to MN in 2018, Ger updated us on the Legacy fund.</p>
<p><b>II. <u>Old and/or Unfinished Business:</u></b></p>	
<p><b>III. <u>New Business:</u></b></p> <p>1. ACNW reauthorization - David Greenberg</p>	<p><b>1. <u>ACNW</u></b></p> <p>-Approved the contract renewal for July 2017-July 2020 Over the next 2 months ACNW will work with PSA to go over what is needed for a contract for July 2017.</p> <p>-Use May board meeting to look at the contract and make sure PSA can have a contract approval for next June board meeting.</p> <p>-Need all of the documents due on May 15th.</p> <p>-Look at the school goals and make sure we can align it with the contract goals of ACNW.</p> <p>-David went through all the Exhibits summary from A-S</p> <p>David stressed that in exhibit “N” now PSA has a contract with a management company like Thrive (HAP) and making sure that it protects PSA. Exhibit O is what has been evaluated, in February 2016 Exhibit P is PSA’s ongoing evaluation.</p> <p><i>Academic Goals-</i> PSA create a target goals- if PSA meets target get 1 point, exceeds get 1.5 point approaching target get .5 of a point</p> <p>Mission related outcomes- encourage PSA to look at what we have related to our mission and really measure it.</p> <p>-PSA gets to choose what they value and how many points they want to assign weight to each category like: *teacher observation * FAST Assessments</p>

<p>2. Needs Assessment Update - Mary Stafford</p>	<p>*what matters, what we value at PSA?          *EL- state sets progress based on ACCESS testing. PSA will need to follow the state benchmark.          *Kindergarten readiness- what do PSA do in class and how do we show students are ready to learn          *Post-secondary readiness          *Attendance</p> <p>For more information:  <a href="http://auduboncharterschools.org/processes/">http://auduboncharterschools.org/processes/</a></p> <p><i>-Exhibit S</i>          Will need to look at Board growing from 5-7 board members, adding parents, board working with facilities to address concerns</p> <p>Melanie stated that we will need an additional meeting to go over ACNW contract exhibits</p> <p><b><u>2. Needs Assessments (Mary Stafford and Bao Vang)</u></b>          HAP and TRUEnorth- on board for about a month, have been in PLC meetings, teacher interview and will schedule some time to go over the process with the Board of Directors</p> <p>Dr. Mai- discussed the AI Model : Appreciative Inquiry- is used in PSA to frame questions to help PSA look at strength and not have questions focused on deficit for PSA. AI will use powerful questions to help PSA staff understand the heart of the problem and can open the door to possibilities.</p> <p>Powerful questions were used in interview questions for teachers and EAs.</p> <p>Mary have conducted 46 interviews with teachers and EAs. Some example:          -Every teacher talked about the wonderful culture, staff embraced leadership’s openness and listens to staff.          -Staff want expanded learning opportunities          -Need to look at student engagement and motivation- finding a way to help          -Parent involvement and support from staff          -need “hands-on” learning experience          -many staff want technology          -need to look at grading policy          -Everyone said they like to coming to work, parking lot is full every day.</p> <p>As Thrive goes into the community/parents they will give thoughts and ideas to help grow parent engagement with PSA</p> <p>-Thrive will work with Board to look at Authorizers’ mandate to help</p>
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<p>3.17- 18 School Calendar*</p>	<p>give board training, board elections, and will work to be on target with the needs assessment of PSA .</p> <p>-April 24th is <i>Financial Training</i> for the Board from 4-5 pm and have a special board meeting and will look at exhibits from ACNW</p> <p><b><u>3. Calendar 2017-2018</u></b>  Calendar 2016-2017- 4 PD days, 4 Grading Day  Calendar 2017-2018- 5 PD days, 4 Grading Day  No Labor Day off -Board can decide  Last week in June- need to go over all Senior graduation info for the calendar  Feb 16 2018- will be a no school day  Total instructional days for PSA is 175 days  Winter Break starts on the Dec. 20th, board can vote for Dec. 21st to start winter break.  May 18th can be a school day- board accept.  May 28th Memorial Day no school</p> <p>Melanie motioned to table the calendar meeting to next meeting on May 15th , Jeff second the motion, vote is unanimous</p>
<p>4. Special Ed Director Contract*</p>	<p><b><u>4. Contract for SPED (Indigo Company)</u></b>  Becky motioned to approve the SPED contract, Mindy second, vote is unanimous</p>
<p>5. MVNA Contract*</p>	<p><b><u>5. Contract for MVNA(Nurse)</u></b>  Becky motion to approve the 2017-2018 contract, Jeff seconds, vote is unanimous</p>
<p>6. CKC Contract*</p>	<p><b><u>6. CKC Contract (Food Services)</u></b>  Melanie is wanting to know that CKC (it is mandated by the state of MN), Choua stated that it will align with our Wellness Committee -staff will need to work with PBIS committee to make sure we have a good policies of rewards to keep align with wellness. Becky motion to approve CKC contract for 2017-2018, Mindy second, vote is unanimous</p>
<p>7. 17-18 Teachers' Salary Schedule*</p>	<p><b><u>7. Salary Schedule</u></b></p> <p>-Board evaluated teacher salary last year to bring teacher salary to a more compatible salary- PSA is above Osseo and other charters.</p> <p>-Jeff suggested PSA increase the proposed amount.  -Melanie made a motion to table salary schedule to May 15th , Jeff second the motion. Vote is unanimous.</p>

<p>8. Portable Classrooms</p> <p>9. Academic Data - Exhibit G</p>	<p><b><u>8. Portable Classrooms</u></b></p> <p>Degune stated that our portable classroom loan application is about \$120,000.  -each classroom can hold 25-35 students, no bathroom  pulling permit for portable classrooms- PSA had met all of the requirements, just waiting for city approval, would like to get it done by mid-July.</p> <p><b><u>9. Exhibit G</u></b>  - information was reported by David.</p>
<p><b>Next regular meeting:</b></p> <p><b>Future agenda items:</b></p> <p>2017-2018 Calendar  Salary Schedule</p>	<p>Next board meeting is set for  May 15, 2017</p> <p>Meeting Adjourned at 6:49</p>
	<p>Minutes Taken by: Kita Her</p>