

**MSSPA BOARD MEETING**  
**November 29, 2007**

**Present**

John Montilino  
Sammie Thompson  
Bill Pierro  
Lori Suvalsky  
Chuck Mogilevsky  
Karen Charles

Betsy Maloney

William Leaf

Eryn Warne

Cassy Furo

Tom Richards

**Absent**

Michelle Erickson

Katie Lee

Dave Mahler

Rob Sundy

Meeting called to order: 7:09PM

Agenda/Minutes – all approved

**Board Member Responsibility Policy** – reviewed language and made changes

- Reviewed responsibility to attend 9 of 12 monthly board meetings, Lori will summarize for Chuck attendance for past year
- Suggestion made to add “board members are encouraged to come to the school during the school day if possible”

Vote on policy changes: all approved

**Lease update:**

- Karen consulted with a lease expert – none thought could be changed, but agreed lease is onerous
- Board members writing a letter to St. Joe’s board to ask for opportunity to renegotiate
- Ended last year at 2.59% indebtedness (0.09% in SOD) – have until 12/30 correct
- Need a negotiating committee to brainstorm ideas for this meeting with St. Joe’s

**Financial:**

- Biggest issue is last year’s finances & whether or not we will again end in SOD
- This year in better shape, but few areas in which we are over budget – ? wrong categories
- \$100,000 from Spark the Arts helps our finances quite a bit
- Good news is this year we will NOT be in SOD again
- Variance in the accounting service costs do not make sense – looking into this

**Security System: (total will be under budget)**

- Doors were done at the start of the year
- Cameras are to go in over Winter break – current estimate is \$6500 – cameras will be located outside the computer lab, in the hall by the office (monitoring all 3 doors), in the hallway to the cafeteria, in the back of the cafeteria; suggesting a 5<sup>th</sup> in the dance studio/dressing room
- Could save/download the recordings every month, can be monitored by Wire Master & Karen
- All of this is portable, so if we move, the system comes with us
- Tom wondered if we are going to post notices – sometimes this helps increase the security value

**Administrator Update:**

- Facility/Lease – Heating system is not working consistently throughout the building
- Technology/Administration – Need a technology plan into the strategic plan
  - Teachers computers will need to be replaced within the next few years
  - Need to examine a way to make technology more accessible to all students
- Recruitment/Marketing
  - Current enrollment – 212 – lost 4 at quarter change, 7 on a list to begin in January

- Enrollment for next year will begin in December – info meetings in Jan, Feb, Mar
- Current transportation plan in development to expand routes
- Current projections indicate we need 100-150 new students next year
- Staffing
  - A current student’s IEP requires a 1:1 para (reassign one of current paras to this)
    - - state only reimburses 68% of cost (financial benefit by coding para as a 1:1)
  - Peer observations on-going with all staff; staff observing math teacher to try to make suggestions for improvement to
- Fundraising – Karen & Betsy will work on General Mills grant in by January; as well as others
- Accreditation/School Plan/Charger renewal – accreditation site visit rescheduled for Feb/Mar due to time conflicts (we are accredited!)
- Curriculum
  - Gifted & Talented Coordinator training staff on differentiated instruction
  - Fine-tuning a proposal for ID process for G&T students & structure for meeting needs of these students (similar to special ed structure)
  - Coordinator will act as a “case manager” for identified students
- Miscellaneous
  - We offer our condolences to Dave for the passing of his father-in-law
  - Need to plan a reception at the Southern for all our significant donors from Spark the Arts, local community arts organization leaders, and corporate supporters (present & potential)

J term:

- Visited St. Paul Conservatory – they have 260 students
- They use J term (between semesters) – everyone must take 1 class to maximize time/space
- Students enroll in 1 of 16 courses that last 12 days – may be able to use for remediation
- Could be performance based or academic based – hope to develop by next year
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**Committee Updates:**

- **Strategic Planning Committee**
  - **Karen highlighted important parts of Strategic Plan, such as focus groups**
  - **All priorities in plan have 1-3 year goals:**
    - **Economics is 1<sup>st</sup> priority out of necessity**
    - **Facility is 2<sup>nd</sup>, given our difficulties with the lease**
    - **Curriculum/staffing is our 3<sup>rd</sup> (we are strongest in this area)**
- **Finance Committee**
  - **Ask letter is almost done (Needs signers, then deliver to Dave’s assistant for mailing; Cassy, Eryn, and Sammie working on finalizing mailing list**
  - **Goal is to have this completed by next Wednesday**
- **Marketing Committee – didn’t meet this month**

**MACS – Tom moved we approve \$5000 to join the organization; Betsy 2<sup>nd</sup> – ALL APPROVED**

**Motion to Adjourn: Betsy, 2<sup>nd</sup> by Tom  
8:22PM**

**Meeting adjourned at**