

MSSPA Board Meeting September 27, 2007

Present

Leann Slama (guest)	Tom Richards
Sammie Thompson	Chuck Mogilevsky
Karen Charles	Dave Mahler
Betsy Maloney	Michelle Erickson
William Leaf	Bill Pierro (ex-officio)
Rob Sundy	

Absent

Eryn Warne
Cassy Furo
Katie Lee
Lori Suvalsky
John Montilino

Meeting called to order: 7:01 PM

Agenda – motion to approve by William Leaf, 2nd by Sammie Thompson – all approved

Minutes – motion to approve by William Leaf, 2nd by Betsy Maloney – all approved

Administrator Update

Auditor's Compliance – 471.87 & 471.88 forms distributed

Facility:

- Scott alluded that church is having cash flow
- Church informally agreed to cover HVAC system
- Plumbing issues might warrant renegotiation with church

Recruitment/Marketing:

- Good! Nearly full enrollment
- Postcards were key marketing tool
- Leann is documenting this & getting more visits from students & parents
- Leann distributed advertising quotes, plan for more info in folder - academics, performance schedule on a magnet
- Very import to improve transportation, website, and application
- Karen adds we will need to build a budget with 4 busses in it for 2008-2009 school year
- Leann is looking into ordering a retractable banner stand to use at any location

Finance:

- Did not receive the MDE grant
- Most recipients were outstate & community organizations
- Preliminary audit work underway – this is going fairly well

Staffing:

- All positions filled
- Hoping to get a Spanish teacher for 2nd quarter - ?capacity to offer >1 language

- Language classes have had the lowest enrollment of all classes
- Math is off to a shaky start again – Karen & Alida are working together
- Alison Maud-Halin getting Gifted & Talented program up & running

Strategic Plan:

- Committee has draft of plan to grow three areas – will e-mail it to every member
- We need to develop a facility plan in conjunction with finance committee
- Committee requests that board members provide feedback by 10-12-07

Fundraising: Betsy is working on 4 grants

Policy Review

- Karen distributed Policy Review Calendar (letters indicate categories for instructional programs/policies based on the MN School Board Association)
 - Need to write - Instructional Program, Fiscal Management, Community Relations
- Sammie inquired about a policy regarding assessment for credit
- Dave Mahler will bring the “Standardized test score ‘success story’” to next meeting
- Executive officer & board member responsibilities need delineation by next meeting
 - Regarding policy, specific situation: Karen requested a vote for 1 teacher (Alison Maud-Halin) to have 1 extra day off after spring break (March 24) as a personal day – board decision as special circumstance **Vote: all in favor**

Financial Update

- Cash flow looks good in August due to summer salaries being accrued into last year
- Karen & Jacqui to meet with Tracy about special funds
- All checks are now being copied for accounting records
- Last year’s MARS accounting is still not correct
- 211 students this year gets us to break even, at 224 we have some cushion
- If we have 10% attrition, we could be in financial trouble
- Chuck’s questions/comments: Need to budget accurately so we can request grants
- Finance committee met last month, assigning tasks, addressing accounting for funds

Air Quality

- William raised the issue that we had a basement flood in the summer – mold damage
- The church repaired the damage
- William feels that the air quality should be tested as there is still 1 foot of mold behind the drywall in the storage room – Bill suggests testing every level, both sides of building
- Tom suggests we use report when we approach the church on lease – ?pre-existing
- **Vote: Board’s willingness to underwrite cost of testing (~\$250) – all in favor**
- There may also be federal grants available for such testing/work/repairs
- Church does not seem to have plans to fix this problem long-term

Committee Updates

- Marketing
 - Rob brought up that the committee needs to meet to implement the plan & unite items with Leann to avoid duplication of efforts
 - Rob is curious about donor stats & circulation information
- Strategic Planning - addressed previously in meeting
- Finance Committee – no further updates

Spark the Arts

- Currently at 124 attendees – can accommodate up to 136
- Have accumulated \$20,000 worth of auction items between live & silent auctions
- Attendance – mandatory for board members
- Auctioneer mentioned he will do a formal “ask” for straight donations
- Set-up help is needed on Friday during the day

Motion to adjourn: Tom, 2nd by Sammie – meeting adjourned at 8:18PM

Next meeting – October 25, 2007