

BOARD MEETING MINUTES- DRAFT

Monday 6:00 PM

Location of Meeting: Tesfa International School

Call to order: Tanya Heifort called to order the meeting at
6:05 PM on February 12, 2018

Board Members/Director Present or Absent:

Tanya Heifort (Board Chair/Community Member)	Present
Midi Hansen (Board Secretary/Community Member)	Present
Dillon Donnelly (Board Treasurer/Community Member)	Absent
Patrick Exner (Community Member)	Present
Helen Fisk (Community Member)	Present
Mike McFadden (Community Member)	Present – 6:13
Jonas Beugen (Director/Ex-officio)	Present
Mohamed Selim (Assistant Director/Ex-Officio)	Present
Amir Orandi (Parent Member)	Present – 6:08

Guests and Community Members Present: Jon Gronke, Special Education Paraprofessional, 2 Teachers (Abby and Maren)

Tesfa International School

Mission: Tesfa International School is committed to providing an equitable and empowering education for all. Our scholars will engage in a transdisciplinary curriculum supported by conceptual and inquiry based learning. Side-by-side with dedicated educators, scholars will develop the knowledge, skills, and characteristics necessary for active citizenship throughout the world.

Vision: Our students will be prepared for a successful transition to the most rigorous and challenging middle school programs. Through their experience at Tesfa, students will be held to the highest of standards both academically and socially, to prepare the students for college and careers, as well as with the leadership skills required of active and productive citizens in the 21st century. Through access and equity, students will follow a pathway to success for them and their communities.

Board Personnel Changes: Dillon Donnelly has officially resigned from the board.

AGENDA and MINUTES

Subject	Approval of the Agenda					
Motion	Motion to approve the agenda					
Made by	Helen Fisk	Seconded	Patrick Exner			
Discussion						
Vote	Yea	4	Nay	0	Abstain	0
Decision	Motion passed unanimously.					

Subject	Approval of the Minutes					
Motion	Motion to approve the minutes as presented from December 11, 2017.					
Made by	Helen Fisk	Seconded	Patrick Exner			
Discussion						
Vote		Yea	4	Nay	0	Abstain
Decision	Motion passed unanimously.					

FINANCIAL REPORT

Subject	Enrollment					
Motion						
Made by		Seconded				
Discussion	ADM is 172/170					
Vote		Yea		Nay	0	Abstain
Decision						

Subject	Fiscal Year 2017 Audit					
Discussion	Steve Helle presented from the CPA firm who performed the audit. Steve presented a general opinion and overview of the financial information from the audit. In their opinion, the financials accurately represented Tesfa International School Inc. It was a clean audit with no findings necessary to report to the state. A full account of the audit was presented to the Board.					

Subject	January Financials					
Motion	Motion was made to accept the budget as presented.					
Made by	Mike McFadden	Seconded	Midi Hansen			
Discussion	Jonas presented the financial information. Everything is on track and any issues were a result of coding, which will be cleaned up in the final budget revision. Bottom lines are good in both expenses and revenues. The only concern was cash flow for the summer months and Jonas is hoping that they will not need to borrow any money to get through it. This is an improvement over the last two years. Jonas also noted that he will be inviting the SPED Director and a representative from INDIGO, quarterly to each meeting.					
Vote		Yea	6	Nay	0	Abstain 0
Decision	Motion passed unanimously.					

Subject	Personnel Recommendation					
Motion	Motion to approve the personnel recommendation as presented.					
Made by	Helen Fisk	Seconded	Amir Orandi			
Discussion						
Vote		Yea	6	Nay	0	Abstain 0
Decision	Motion passed unanimously.					

Subject	Simikis Foundation Grant					
Motion	Motion to accept the \$25,000 donation.					
Made by	Helen Fisk	Seconded	Patrick Exner			
Discussion						

Vote		Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

Subject	Art Donation						
Motion	Motion to accept the art donation.						
Made by	Helen Fisk	Seconded	Patrick Exner				
Discussion	Stephanie from VOA donated art for the building						
Vote		Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

Subject	FY19 Budget Parameters & Staffing Plan						
Motion	Motion to accept an enrollment assumption of 210 and accept the salary scale as presented for 2018-19.						
Made by	Helen Fisk	Seconded	Mike McFadden				
Discussion	The purpose of the parameters is to enable Jonas the opportunity to begin offering job positions, based on an ADM of 210, so that he can get the highest qualified teachers possible. Patrick expressed support of the new salary scale. It was discussed that there can't be a signing bonus, however you can do a performance pay award the following year. We will discuss that in the future.						
Vote		Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

NEW BUSINESS

Subject	Positive School-wide Engagement Plan and Process						
Discussion	December meeting produced a conversation around school-wide discipline and student engagement. Teachers that were present at the meeting shared their opinions on the behavior reset. They felt that the reset was effective because everyone was on the same page, in terms of expectations. The busing situation has improved and that also appears to have impacted students' attitudes. Staff and students seem more relaxed; calmer and more focused. Students are beginning to understand that there are clear consequences for their actions; both positive and negative.						

Subject	Academic Progress						
Discussion	Growth data was shared and although there is growth, there was discussion around the fact that students who are behind need to be significantly accelerated in order to close the achievement gap. K-1 experienced technical difficulties so their assessment wasn't included in the results, but it will be in the spring results. Teachers felt that they should proctor their own tests so that they can better understand the results.						

Subject	Academic Improvement Plan						
Discussion	Jonas presented a plan for the Board to read.						

Subject	IB Site Visit						
Discussion	Last month, an IB consultant visited the site and spend a few days talking with Mohamed around the upcoming authorization process. A full report with recommendations will be forthcoming. She						

	recommended looking at the budget for IB. The majority of the staff will need training and that needs to be reflected in the budget. Global has requested an MN training and Tesfa may be able to send teachers to that training.
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Subject	Approve Calendar Changes					
Motion	Motion to approve no school on Jan. 3 – PD day and 23rd – for a snow day.					
Made by	Helen Fisk	Seconded	Patrick Exner			
Discussion						
Vote		Yea 6	Nay 0	Abstain 0		
Decision	Motion passed unanimously.					

Subject	Board Composition and By-Laws					
Motion	Motion made to amend the By-Laws for Section 2, as reflected in the packet.					
Made by	Patrick Exner	Seconded	Helen Fisk			
Discussion	The Board should be teacher majority, according to the By-Laws. However, that does not seem viable for Tesfa at this time, given we are basically in a restart here. It is recommended that the Board should consist of 3 community members, 2 parents and 2 teachers. In order to make this change, we need to make a motion that would reflect this change. Included in the packet is a proposed By-Law revision for Section 2. Teachers would need to vote to relinquish their majority power on the Board. A timeline for making this change was included in the Board packet.					
Vote		Yea 6	Nay 0	Abstain 0		
Decision	Motion passed unanimously.					

POLICY REVIEW

Subject	Review of policies 418, 501, 502.					
Motion	Motion to approve Policies 418, 501 and 502.					
Made by	Helen Fisk	Seconded	Mike McFadden			
Discussion						
Vote		Yea 6	Nay 0	Abstain 0		
Decision						

AUTHORIZER INPUT

Subject	Rod Henke – VOA authorizer					
Discussion	He tries to come to 2 times a year to provide feedback.					

PUBLIC COMMENTS

Subject	None					
Discussion						

ADJOURNMENT

Motion	Motion to adjourn the school board meeting at 7:47 pm.					
Made by	Midi Hansen	Seconded	Mike McFadden			
Discussion						
Vote		Yea 6	Nay 0	Abstain 0		
Decision	Motion passed unanimously.					

