BOARD MEETING MINUTES

Monday 6:00 PM

Location of Meeting: Tesfa International School

Call to order: The Board Chair, Tanya Heifort, called to order the meeting at

6:06 PM on September 25, 2017 .

Board Members/Director Present or Absent:

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| 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 6:08 |
| Mike McFadden (Community Member) | Absent |
| Jonas Beugen (Director/Ex-officio) | Present |
| Mohamed Selim (Assistant Director/Ex-Officio) | Present |

Guests and Community Members Present:

Mohamed Egge

Liban

**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 MEMBERSHIP

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| Subject | Board Positions | | | | | | | | |
| Motion | Motion made to approve Ashraf Ashkar as a new board member. | | | | | | | | |
| Made by | Mike McFadden | | | | Seconded | | Patrick Exner | | |
| Discussion | None | | | | | | | | |
| Vote |  | Yea | 4 | Nay | | 0 | | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | | | |

AGENDA and MINUTES

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| Subject | **Approval of Agendas** | | | | | | | | |
| Motion | Motion made to approve the amended agenda | | | | | | | | |
| Made by | Mike McFadden | | | | Seconded | | Midi Hansen | | |
| Discussion | None | | | | | | | | |
| Vote |  | Yea | 5 | Nay | | 0 | | Abstain | 1 |
| Decision | Motion passed; 1 abstention due to arrival time. | | | | | | | | |

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| Subject | **Approve the Minutes** | | | | | | | | |
| Motion | Motion to approve the minutes as presented from August 14, 2017. | | | | | | | | |
| Made by | Patrick Exner | | | | Seconded | | Midi Hansen | | |
| Discussion | None | | | | | | | | |
| Vote |  | Yea | 3 | Nay | | 0 | | Abstain | 3 |
| Decision | Motion passed unanimously. | | | | | | | | |

DIRECTOR UPDATE

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| Subject | Enrollment |
| Discussion | Current ADM is 174. Challenges include the wide geographic area that Tesfa students living in and transportation time. |

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| Subject | Fastbridge Testing |
| Discussion | Discussion about using the Fastbridge test as compared to MAP testing. It is not an adaptive test, so students can score a perfect score on the 30 point assessment. The results are being used to drive instruction resulting in a lot of differentiation during lessons. MAP testing may be given, too, as it is required by our authorizer. |

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| Subject | Transportation Contract |
| Discussion | Bus service with Billy Bus was not working, so Jonas made a change to Safari buses. It will cost the same and Safari Bus is splitting the cost with Tesfa to terminate the contract. Jonas is hoping to negotiate that cost. |

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| Subject | **Guided Language Acquisition Design (GLAD)** |
| Discussion | Instruction will be provided for all teachers in best practices around second language instruction |

FINANCIAL REPORT

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| Subject | August Financials | | | | | | | | |
| Motion | Motion made to accept the August financial year to date. | | | | | | | | |
| Made by | Helen Fisk | | | | Seconded | | Mike McFadden | | |
| Discussion | None | | | | | | | | |
| Vote |  | Yea | 6 | Nay | | 0 | | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | | | |

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| Subject | Revised budget for 2017-18 based on 180 ADM. | | | | | | | | |
| Motion | Motion made to revise 2017-18 budget, for the October board meeting, to reflect 170 ADM. | | | | | | | | |
| Made by | Patrick Exner | | | | Seconded | | Helen Fisk | | |
| Discussion | There was discussion about changing the ADM to reflect the actual number of 174. The pros and cons of revising it, one more time, were discussed. | | | | | | | | |
| Vote |  | Yea | 6 | Nay | | 0 | | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | | | |

POLICY REVIEW

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| Subject | Policy review schedule was shared with the board. |
| Discussion | None |

OLD BUSINESS

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| Subject | Family Handbook | | | | | | | | |
| Motion | Motion made to add the community eligibility provision and new information on state testing to the Family Handbook. | | | | | | | | |
| Made by | Helen Fisk | | | | Seconded | | Patrick Exner | | |
| Discussion | New information on state testing needs to be included in the family handbook and the community eligibility provision for school meals. | | | | | | | | |
| Vote |  | Yea | 6 | Nay | | 0 | | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | | | |

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| Subject | Finance Committee | | | | | | | | |
| Motion | Motion was made that a finance committee be formed including Business Manager, School Director and Board Treasurer to meet as needed. | | | | | | | | |
| Made by | Helen Fisk | | | | Seconded | | Mike McFadden | | |
| Discussion | It was recommended that a finance committee be formed to meet and discuss the details around Tesfa financials. The committee meeting times, will be as needed, and posted on the website. | | | | | | | | |
| Vote |  | Yea | 6 | Nay | | 0 | | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | | | |

NEW BUSINESS

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| Subject | **Personnel Recommendations** | | | | | | | | |
| Motion | Motion made to approve the personnel recommendations as presented. | | | | | | | | |
| Made by | Helen Fisk | | | | Seconded | | Patrick Exner | | |
| Discussion | None | | | | | | | | |
| Vote |  | Yea | 6 | Nay | | 0 | | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | | | |

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| Subject | **Lease Amendment** | | | | | | | | |
| Motion | Motion made to approve an amendment to the lease which would include the playground. | | | | | | | | |
| Made by | Mike McFadden | | | | Seconded | | Tanya Heifort | | |
| Discussion | First Lutheran is buying the playground on the premises and Tesfa will lease it from them. | | | | | | | | |
| Vote |  | Yea | 6 | Nay | | 0 | | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | | | |

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| Subject | **Strategic Plan** | | | | | | | | |
| Motion |  | | | | | | | | |
| Made by |  | | | | Seconded | |  | | |
| Discussion | Tabled until next month. | | | | | | | | |
| Vote |  | Yea |  | Nay | | 0 | | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | | | |

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| Subject | **Parent Survey** | | | | | | | | |
| Motion | Motion made to empower the Director to create a survey to reflect parent satisfaction. | | | | | | | | |
| Made by | Helen Fisk | | | | Seconded | | Midi Hansen | | |
| Discussion | It was recommended to do survey at the beginning of the year to give us a benchmark. It had been decided, during the forming of Tesfa, that a parent survey would be given in the 3rd year of operation. Surveys will be given during conferences. | | | | | | | | |
| Vote |  | Yea | 6 | Nay | | 0 | | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | | | |

AUTHORIZER INPUT

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| Subject | None |
| Discussion |  |

PUBLIC COMMENTS

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| Subject | None |
| Discussion |  |

ADJOURNMENT

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| Motion | Motion to adjourn the school board meeting at 7:39 pm. | | | | | | | | |
| Made by | Midi Hansen | | | | Seconded | | Helen Fisk | | |
| Discussion |  | | | | | | | | |
| Vote |  | Yea | 6 | Nay | | 0 | | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | | | |