

DULUTH PUBLIC SCHOOLS ACADEMY
School Board Meeting Minutes

DATE/LOCATION: November 12, 2009 at Washburn Edison Charter School

PRESENT: Tim Golden, Chair; Lou Smith, Vice-Chair; Denise Wise, Secretary; Julie Tersteeg, Treasurer; Lynda Cauchon, Mary Dontje, Donna Nordstrom, Steve Ondrus, and Phil Semaan.

ABSENT: Don Zupec

CALLED TO ORDER: 6:52 p.m.

APPROVAL OF AGENDA

- Motion made (Tersteeg), second (Ondrus) made to approve the agenda. Motion unanimously approved

APPROVAL OF MINUTES

- Motion made (Tersteeg), second (Cauchon) to approve the minutes for October 13, 2009. Motion unanimously approved.

CORRESPONDENCE

None

Public Comment

None

TREASURER'S REPORT

Report by Julie Tersteeg. Supporting materials provided: Account Balances, Invoices. Motion made (Tersteeg), second (Dontje) to approve the payment of invoice #9013010151 in the amount of \$220,370.59. Motion unanimously approved.

Motion made (Tersteeg), second (Cauchon) to accept a grant from the Autism Association of Northern Minnesota in the amount of \$1,077 to be used for our autism programs across the three sites. Motion unanimously approved.

NATIONAL EDISON REPORT

Mary Stafford and Susan Loomis present. M. Stafford and S. Loomis were introduced to incoming board members.

HEAD OF SCHOOLS REPORT

Bonnie Jorgenson presented monthly report. Supporting materials provided.

- Motion made (Tersteeg), second (Nordstrom) to approve the MCA testing day for Math, Reading and Science as presented. Motion unanimously approved.
- Motion made (Tersteeg), second (Dontje) to approve the Q-Comp goal changes as presented. Motion unanimously approved.

SITE OPERATIONS MANAGER REPORT

Bonnie Jorgenson presented monthly report on behalf of the SOM responsibilities. Susan Loomis reported that Edison is expecting to have a new employee to fill the SOM position by January.

EXECUTIVE COMMITTEE

Tim Golden presented meeting minutes from November 10, 2009.

- Motion made the executive committee to approve to retain project management services from Jones, Lange, LaSalle for management of RFPs for architectural and construction firms and preliminary cost estimate of entire project development at an expense to the DPSA not to exceed \$10,000. Motion unanimously approved.
- Motion made by the executive committee to authorize the Board President to approve costs associated with engaging professional services not to exceed \$10,000 to determine project feasibility with regular reports to the full board. Motion unanimously approved.

FINANCE COMMITTEE REPORT

Did not meet. Julie Tersteeg provided an update with the current audit.

PERSONNEL COMMITTEE

- Motion made by the personnel committee to allow the distribution of the compensation package example with a letter from the DPSA Board Chair to the DPSA staff. Motion unanimously approved.
- Motion made by the personnel committee to approved the Administrative Staff Professional Development Goals 2009-2010 for Head of School, Raleigh and Kenwood Academy Directors and Special Education Coordinator as provided. Motion unanimously approved.

BOARD DEVELOPMENT COMMITTEE REPORT

Did not meet. Donna Nordstrom provided update on the election process and what is on the agenda to get board members and new committee assignments for the December meeting.

TABLED

- Motion made (Wise), second (Semaan) to take the uncashed check policy off the table.
- Motion made (Wise), second (Golden) to amend the motion of the DPSA Check Write-off Policy to read: Issued checks not cashed by the payee in excess of 90 days from the date of issuance shall be removed from the list of outstanding checks. Such as balances will then be deemed not encumbered. This policy will apply to all DPSA bank accounts (General Fund, Food Service, Kids Club, and Activities). Motion unanimously approved.

Motion made (Golden) to adjourn meeting. Meeting adjourned at 8:10 p.m.

Respectfully Submitted,

Aundrea Kinziger

Aundrea Kinziger, DPSA Recorder