

DULUTH PUBLIC SCHOOLS ACADEMY
Meeting of the Board of Directors
DATE/LOCATION: September 17, 2019 at DECS North Star Academy

PRESENT: Hilary Hodgman, Chair; Andrew Richey, Vice Chair; Kristin Grill, Treasurer; Lon Hanson, Vice-Treasurer; Amanda Bruggman, Lisa Harold, Amber Lightfeather, Stephen Sydow, Claudia Welty
ABSENT:

CALLED TO ORDER: 6:30 pm

Approval of Agenda

- Motion made (Hodgman), second (Richey) to approve the agenda as presented.

READING OF MISSION STATEMENT:

- Duluth Edison Charter Schools is dedicated to the achievement of academic and personal excellence for every student.

Election of Board Secretary

- Motion made (Hodgman), second (Hanson) to elect board member, Lisa Harold, to fulfil the position of board secretary. Motion unanimously approved.

Approval of Minutes

- Motion made (Hodgman), second (Sydow) to approve the meeting minutes for August 20, 2019. Motion unanimously approved.

Correspondence/Communication:

- none

Public Comment:

- none

****Conflict of Interest Reminder on Voting****

Board Leadership Training:

Bonnie Jorgenson, Head of School, presented documents related to IQS evaluation tools used for renewal process. The DECS Annual Review is a letter to the board from IQS, that highlights positives from their visits and goals for areas of improvement.

REPORTS:

Treasurer's Report

Kristin Grill presented the treasurer's report as of August 20, 2019. Supporting materials provided.

Donations Received:

- \$150.00 Wells Fargo Employee Match
- \$28.96 Coca-Cola Give
- \$178.96 **Total Donations Received**

Head of School's Report

Bonnie Jorgenson presented the Head of School's Report. Supporting materials provided.

- Motion made (Richey), second (Sydow) to approve the updated 2019-2020 staffing list as of August 19, 2019. Motion unanimously approved.
- Motion made (Richey) second (Hanson) to unaccept the Affinity Plus Foundation grant of \$1,000 for new coffee cart food and beverage service for life skills students as requested by the Head of School. Motion unanimously approved.

COMMITTEE REPORTS:

Executive Committee

Hilary Hodgman presented the meeting minutes from September 17, 2019 as presented. Supporting materials provided.

- Motion made (Richey), second (Sydow) to approved the MACS contribution request of \$1800. Motion unanimously approved.
- Motion made (Richey), second (Bruggman) as stated below.
- The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties. The Director recommends the Board authorize Bonne Jorgenson, bonnie.jorgenson@duluthedison.com to act as the Identified Official with Authority (IOwA) for Duluth Public Schools Academy, 4020-07. Motion unanimously approved.
- Motion made (Richey), second (Lightfeather) to approve the School Improvement Plan MCA and MAP goals as presented. Motion unanimously approved.
- Motion made (Richey), second (Grill) to approve the revision to the teacher observation process as presented. Motion unanimously approved.

Finance Committee

Kristin Grill presented the Finance Committee minutes from September 16, 2019. Supporting materials provided.

- Motion made (Grill), second (Richey) to approve revision Policy 300-10 Fund Balance language. Motion unanimously approved.
- Motion made (Grill), second (Hanson) to approve change in accounting standard for the Robotics Team to allow the use of non-restricted funds before using restricted funds. Motion unanimously approved.

Board Development/Personnel Committee

Claudia Welty presented the committee minutes from September 11, 2019. Supporting materials provided.

- Motion made (Welty), second (Richey) to approve the revision of Policy 300-24 Group Health Insurance Policy Bid Procedures to reflect the position change of Director of Human Resources to Director of Business Services. Motion unanimously approved.

Other Business:

Update on North Star Parking lot update presented by Tim Golden.

Moved to Closed Session at 7:14 pm to discuss pending litigation.

Ended closed meeting at 7:52 p.m.

Reopened regular meeting at 7:53 p.m.

Hilary Hodgman adjourned meeting at 7:54 p.m.

Respectfully Submitted,

Aundrea Kinziger

Aundrea Kinziger, DPSA Recorder