

**DULUTH PUBLIC SCHOOLS ACADEMY**

**Meeting of the Board of Directors**

**DATE/LOCATION: February 23, 2021**

**ZOOM ON-LINE MEETING**

Join Zoom Meeting

<https://us02web.zoom.us/j/89554011127?pwd=VUIiLzVmN1VPVGpuRFNMRnZtZHpNOT09>

Meeting ID: 895 5401 1127

Passcode: 629739

**PRESENT:** Andrew Richey, President; Kristin Grill, Vice President; Drew Steile, Secretary; Dave Spoelhof, Treasurer; Hilary Hodgman, Immediate Past President; Gerard (Dave) Spoelhof, Ryan Goldberg, Amanda Bruggman, Amber Lightfeather, Sheila Kruger, Kim Oppelt

**ABSENT:**

**CALLED TO ORDER:** 6:31 pm

**Approval of Agenda**

- Motion made (Steile), second (Oppelt) to approve the agenda as presented. Motion made by roll call:
  - Hilary Hodgman - yes
  - Sheila Kruger - yes
  - Amber Lightfeather - yes
  - Kristin Grill - yes
  - Ryan Goldberg - yes
  - Dave Spoelhof - yes
  - Kim Oppelt - yes
  - Amanda Bruggman - yes
  - Drew Steile - yes
  - Motion unanimously approved.

**READING OF MISSION STATEMENT:**

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

**Approval of Minutes**

- Motion made (Oppelt), second (Bruggman) to approve the regular board meeting minutes from January 19, 2021 as presented with name spelling correction.
  - Hilary Hodgman - yes
  - Sheila Kruger - yes
  - Amber Lightfeather - yes
  - Kristin Grill - yes
  - Ryan Goldberg - yes
  - Dave Spoelhof - yes
  - Kim Oppelt - yes

- Amanda Bruggman - yes
- Drew Steile - yes
  - Motion unanimously approved.

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

**Correspondence/Communication:**

- Drew Steile received correspondence from staff member, Lisa Harold, regarding teacher protection in response to new Head of School hiring.

**Public Comment:**

- None

**Head of School Transition Planning Update**

Brian Riggs, The Dialogue Shop

**Board Leadership Training (BLT)**

Data Practices 101, Bonnie Jorgenson, Head of School

**REPORTS:**

**Treasurer's Report**

Dave Spoelhof presented the treasurer's report for January FY21. Supporting materials provided.

Donations Received:

- No Cash Donations

Non-Cash Donation:

- \$212.42 Value                      PPE Items, SchoolHealth

**Head of School's Report**

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

- Motion made (Grill), second (Lightfeater) to approve personnel updated DECS personnel as presented.
  - Hilary Hodgman - yes
  - Sheila Kruger - yes
  - Amber Lightfeather - yes
  - Kristin Grill - yes
  - Ryan Goldberg - yes
  - Dave Spoelhof - yes
  - Kim Oppelt - yes
  - Amanda Bruggman - yes
  - Drew Steile - yes
    - Motion unanimously approved.

## COMMITTEE REPORTS:

### Executive Committee

Andrew Richey presented the meeting minutes from February 23, 2021 as presented. Supporting materials provided.

- Motion made (Grill), second (Oppelt) to approve the updated strategic plan.
  - Hilary Hodgman - yes
  - Sheila Kruger - yes
  - Amber Lightfeather - yes
  - Kristin Grill - yes
  - Ryan Goldberg - yes
  - Dave Spoelhof - yes
  - Kim Oppelt - yes
  - Amanda Bruggman - yes
  - Drew Steile - yes
  - Motion unanimously approved.
- Motion made (Grill), second (Lightfeather) made to approve the JA Hybrid calendar adjustment.
  - Hilary Hodgman - yes
  - Sheila Kruger - yes
  - Amber Lightfeather - yes
  - Kristin Grill - yes
  - Ryan Goldberg - yes
  - Dave Spoelhof - yes
  - Kim Oppelt - yes
  - Amanda Bruggman - yes
  - Drew Steile - yes
  - Motion unanimously approved.
- Motion made (Grill), second (Oppelt) to approve the Facilities Manager Job description.
  - Hilary Hodgman - yes
  - Sheila Kruger - yes
  - Amber Lightfeather - yes
  - Kristin Grill - yes
  - Ryan Goldberg - yes
  - Dave Spoelhof - yes
  - Kim Oppelt - yes
  - Amanda Bruggman - yes
  - Drew Steile - yes
  - Motion unanimously approved.
- Motion made (Grill), second (Lightfeather) to approve the District Technology Coordinator job description.
  - Hilary Hodgman - yes
  - Sheila Kruger - yes
  - Amber Lightfeather - yes
  - Kristin Grill - yes

- Ryan Goldberg - yes
- Dave Spoelhof - yes
- Kim Oppelt - yes
- Amanda Bruggman - yes
- Drew Steile - yes
  - Motion unanimously approved.

***Be it Resolved That,***

- (1) This Corporation has designated NSBC as a depository of its funds and to provide other financial services as provided for in this resolution.
- (2) This resolution shall continue to have effect until express written notice.
- (3) All transactions on behalf of the Corporation with NSBC are hereby ratified, approved and confirmed.
- (4) Any of the persons named below, so long as they act in a representative capacity as agents of this corporation, are authorized to make any and all other contracts, agreements, stipulations and orders which they deem advisable for the effective exercise of the powers indicated below, concerning funds deposited in NSBC, monies borrowed from NSBC or any other business transacted by and between this Corporation and NSBC subject to any restrictions stated below.
- (5) Unless modified by this Authorizing Resolution, all prior resolutions adopted by this Corporation governing the operation of this Corporation's account(s) are in full force and effect.
- (6) This Corporation agrees to the terms and conditions of any account agreement properly opened by an authorized agent of the Corporation. The Corporation authorizes NSBC to charge for all checks, drafts, or other orders, for the payment of money drawn on NSBC, as long as they contain the required number of authorized signatures for this purpose.
- (7) This Corporation authorizes NSBC to furnish, at its discretion, credit cards and debit cards to authorized agents of the Corporation to facilitate those powers authorized by this resolution or resolutions in effect at the time of issuance.
- (8) This Corporation acknowledges and agrees that NSBC may rely on alternative signature and verification codes issued to or obtained from an authorized corporate agent on this resolution. This includes Personal Identification Numbers (PIN), digital signatures and facsimile signatures on file with NSBC.

**Second, Kim Oppelt.**

- Hilary Hodgman - yes
- Sheila Kruger - yes
- Amber Lightfeather - yes
- Kristin Grill - yes
- Ryan Goldberg - yes
- Dave Spoelhof - yes
- Kim Oppelt - yes
- Amanda Bruggman - yes
- Drew Steile - yes
  - Motion unanimously approved.

- Motion made (Grill), second (Bruggman) to approve the standard line of credit.
  - Hilary Hodgman - yes
  - Sheila Kruger - yes
  - Amber Lightfeather - yes
  - Kristin Grill - yes
  - Ryan Goldberg - yes
  - Dave Spoelhof - yes
  - Kim Oppelt - yes
  - Amanda Bruggman - yes
  - Drew Steile - yes
    - Motion unanimously approved.
  
- Motion made (Grill), second (Lightfeather) to approve the Health Care Line of Credit.
  - Hilary Hodgman - yes
  - Sheila Kruger - yes
  - Amber Lightfeather - yes
  - Kristin Grill - yes
  - Ryan Goldberg - yes
  - Dave Spoelhof - yes
  - Kim Oppelt - yes
  - Amanda Bruggman - yes
  - Drew Steile - yes
    - Motion unanimously approved.

### **Finance Committee**

Dave Spoelhof presented the Finance Committee minutes from February 22, 2021. Supporting materials provided.

- Motion made (Spoelhof), second (Lightfeather) to amend the DPSA FSA plan to allow carryover of benefit dollars and participant changes to contributions in accordance with changes allowed in the Consolidated Appropriations Act of 2021.
  - Hilary Hodgman - yes
  - Sheila Kruger - yes
  - Amber Lightfeather - yes
  - Kristin Grill - yes
  - Ryan Goldberg - yes
  - Dave Spoelhof - yes
  - Kim Oppelt - yes
  - Amanda Bruggman - yes
  - Drew Steile - yes
    - Motion unanimously approved.
  
- Motion made (Spoelhof), second (Oppelt) to request approval of changes to the Director of Business Services job description as presented.
  - Hilary Hodgman - yes
  - Sheila Kruger - yes
  - Amber Lightfeather - yes

- Kristin Grill - yes
- Ryan Goldberg - yes
- Dave Spoelhof - yes
- Kim Oppelt - yes
- Amanda Bruggman - yes
- Drew Steile - yes
  - Motion unanimously approved.
- Motion made (Hodgman), second (Lightfeather) for creation of DPSA Board provided 80 hours of COVID sick time and associated criteria, back dated to begin January 2, 2021 and end June 30, 2021.
  - Hilary Hodgman - yes
  - Sheila Kruger - abstain
  - Amber Lightfeather - lost internet connection
  - Kristin Grill - yes
  - Ryan Goldberg - yes
  - Dave Spoelhof - yes
  - Kim Oppelt - yes
  - Amanda Bruggman - yes
  - Drew Steile - abstain
    - Motion unanimously approved.

#### **Board Development/Personnel Committee**

Kristin Grill presented the Board Development/Personnel Committee minutes from January 14, 2021. Supporting materials provided.

- Motion made (Grill), second (Kruger) to approve update to board policy 500-11 Handling Body Fluids as presented.
  - Hilary Hodgman - yes
  - Sheila Kruger - yes
  - Amber Lightfeather - no
  - Kristin Grill - yes
  - Ryan Goldberg - yes
  - Dave Spoelhof - yes
  - Kim Oppelt - yes
  - Amanda Bruggman - yes
  - Drew Steile - yes
    - Motion approved.

#### **Other Business:**

- American Indian Parent Advisory Council Statement of Compliance
- Appointment of 2021-2022 Calendar task force.

Andrew Richey adjourned the meeting at 7:52 pm.

Respectfully Submitted,

*Aundrea Kinziger*

Aundrea Kinziger, DPSA Recorder