



MINNESOTA EXCELLENCE IN LEARNING ACADEMY

Minnesota Excellence in Learning Academy October 8, 2020 Board Meeting

1. Record Attendance and Guests:

- a. Board Members: Joseph Scherer, Julie Eduputa, Emily Johnson, David Sundstrom, Tomika Jackson-Davis, Paula Barros, Malai Turnbull (Absent)
Guests: Antonio Zambrano, Danielle Fields, Janel Bitzan (Auditor) Mick Dudero

2. Call the Meeting to Order:

- a. Joseph Scherer called the meeting to order at 5: 02

3. Public Forum

- a. NA

4. Approval of the Agenda: David moved. Julie seconded. Unanimously accepted.

5. Approval of the Prior Board Meeting minutes (September 10, 2020) David moved. Tomika seconded. Unanimously accepted.

6. Auditor's Report

- a. ADM is up from last year
- b. 2019- grew find balance and continued to grow in 2020
- c. In 2016 we started out in the negative so we are moving in the right direction
- d. More staff in the budget due to COVID 19
- e. Fluctuations in spending due to Covid 19
- f. Motion to accept the Audited Financial Statements for FY 2020 as presented. David moved. Paula seconded. Unanimously accepted.

7. Financial Report

- a. ADM is down so we will look at a revised budget
- b. Line of credit out \$17,000- holdback money will pay this in full when it comes out
- c. 24% paid out and 25% through the year
- d. Lease Aid was accepted
- e. Corona relief fund- approved-\$68,837.03
 - i. July-Dec 30 need to spend in that window
- f. Motion to accept the September Financial Packet FY 2020. Emily moved. David seconded. Unanimously accepted
- g. Title One Money-\$80,133.91
 - i. Literacy and math- staffing coaches, homeless needs, programs

8. Director of Operations Report

- a. Review of Board Policies for approval at next board meeting



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- i. Policy 5.1.1 Admissions Policy with Lottery
 - 1. MELA Procedure for Early Admissions to Kindergarten (Child's 5th birthday after Sept. 1)
 - 2. MELA 2020-2021 New Student Application English/Spanish
- ii. Policy 8.2 Complaint Process
- iii. Policy 1.1.1 Statement of Mission
- iv. Policy 2.1 Board Election Process with Resources
- v. Policy No. 2.7 Executive Director (Principal) Hiring, supervision and evaluation
- vi. Policy No. 4.4.1. Family and medical leave act

9. Distinctive schools update

- a. NA

10. Board of Directors Update

- a. NA

11. Executive Director Report

- a. Kinder is low-across the metro
 - i. Expect an influx next year as parents held back students because of COVID 19
- b. We have an amazing teaching staff working overtime to make sure we are serving our students with quality education
- c. Technology- Tech companies had the order shipped back- have not received them yet. No status update yet
- d. Affidavit Approval for MS Expansion
 - i. Approved by IQS- waiting on MDE now
 - ii. Next school year we could roll into 7th grade if approved by MDE
- e. TSES Update Approval
 - i. They updated the TSES document. Emily Motioned to approve the TSES (Total Special education Systems plan for MELA in accordance with mn.r3525.1100. David seconded. Unanimously accepted
- f. Special Education Committee Meeting
 - i. Looking for 4 people - Special Education director
 - ii. Meeting 2 times a year
- g. Updated IOwA Resolution
 - i. David moved to approve IOwA Resolution- Designation of the Identified Official with Authority for Education Identity Access Management to Danielle Fields (Executive Director). Julie seconded. Unanimously accepted
- h. HR Updates
 - i. Resignation: Kristin Brooks, Admin Associate
 - ii. Hire: Kristina Shirokova, Admin Associate



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- i. Strategic Plan Work
 - i. Getting back at it- Danielle will start looking at our drafts, we will review before the next meeting
- j. School Marketing and Recruitment Firm- Marketing plan
 - i. Danielle met with a company that gave information about recruitment
 - ii. They are convinced we will meet our goal in the first 30 days

12. Board Governance / Compliance Requirements

- a. Update the training matrix

13. Meeting Adjourned at 5:59 pm by Joseph Scherer. Next meeting will be Thursday December 10 at 5:00 in the school gym or Virtually due to Covid 19.