



Minnesota Excellence in Learning Academy August 9th Board Meeting

1. Record Attendance and Guests:
 - Board Members: Joe Scherer(phone), Julie Eduputa, Emily Johnson, Sara Welu, Michelle Staack, Kathryn Mongan-Rallis
 - Guests: Antonio Zambrano, Jennifer Mitchell, Danielle Fields
2. Call the Meeting to Order: Joe called the meeting to order @ 4:30pm
3. Approval of the Agenda:
 - Emily moved. Michelle seconded. Unanimously accepted.
4. Approval of Minutes from the last meeting:
 - Emily motioned to approve the May 20 minutes. Julie seconded the motion. Unanimously accepted.
5. Distinctive Schools Update
 - No update
6. Board of Directors Update
 - Praise for Jennifer's work here at MELA, best wishes
 - Thanking Jennifer for her leadership in these foundational three years of MELA
7. MELA Executive Director Report
 - July work
 - Recruitment- palm cards, community fairs, calling, family fun day, radio ads
 - Reorganize job descriptions of Executive Director, Director, Director of Operations, Mentor Teachers, Office staff
 - Partnerships- a few leads out there
 - All PD around supporting students and supporting teachers to support students
 - New Hires/ Staffing Updates
 - 3 new Paras hired
 - All teachers staffed
 - Director position posted A.S.A.P
 - Social worker and Sped Staff filled
 - Sped Director, Sped coordinator and School Psych
 - Dropped Assistant Director Position for budget
 - New PE teacher because of New State Laws
 - Americorps- Reading Corps Position potential Math Corps Position
 - Posting of SY 2018/2019 Board Meeting Calendar
 - Thurs Oct 11th 4:45
 - Thurs Dec 13th 4:45

- Thurs Feb 7th 4:45
- Thurs April 11th 4:45
- Thurs June 13th 4:45

8. Board Governance/Compliance

- Non Personal Entity Banking Resolution- Emily motioned to approve adding Danielle Fields (Executive Director), Antonio Zambrano (Director of Operations) and Joseph Scherer (Board of Chair) to The Non Personal Entity Banking Resolution for MELA Bank as signees and to authorize change of name. Julie seconded it. Unanimously accepted.
- Designate Executive Director, Danielle Fields as IOwA- Emily motioned to approve Danielle Fields as IOwA for MELA replacing Jennifer Mitchell. Michelle seconded it. Unanimously accepted.
- Required Board Training- Emily, Julie and Michelle up to date. Kathryn and Sara are working on it. Looking into getting certificates from trainings filed.

9. Operations Report:

- Financial Review/Budget Update/Expenditure Update:
 - Antonio reviewed the July 2018- Financial Report from Nicole Schmidt (CLA)
 - Budget based on 220. Currently we have 225 registered. We are shooting for 250 students
 - Emily motioned to approve the Financial Statements of July 2018. Sara Seconded. Unanimously accepted.
- Audit Item Transfer
 - Emily Motioned to approve a transfer from the General Fund to the Community Service Fund for \$9,185.98 to eliminate the deficit for FY18. Sara Seconded. Unanimously accepted.
 - Emily motioned to approve a transfer from the General Fund to the Food Service Fund for \$15,373.77 to eliminate the deficit from previous years FY16 and FY17. Michelle seconded. Unanimously accepted.

Moved to adjourn by Joe Scherer at 5:30 pm.