



The monthly meeting of the Board of Directors was held on Thursday, October 8, 2009  
at 7:00 p.m.

### Minutes

CALL TO ORDER: 7:01 P.M.

Present: Member Swenson, Member Rodriguez, Secretary Hylden, Chair Peterson, Director Hedlund, Treasurer Bloomberg, Member Callahan, Member Kucinski present

Absent: Member Thomas, Vice Chair Donnay

### UNSCHEDULED VISITORS

none

### REVIEW OF AGENDA

Appoint Annual Meeting Committee to New Business

Reapprove Annual Report (approve revised report) to Old Business

Wait one more meeting for group photo

Charter School Law Implementation- discuss training

### CONFLICT OF INTEREST DISCLOSURE

All teaching staff declared a potential conflict of interest on agenda item Approve Revised FY10 Budget, as their salaries and benefits are part of the budget. Member Callahan made a motion that we agree that there is no conflict of interest for those paid by the school because the salary freeze remains in effect and there are no changes in salaries from the budget approved in June 2009. Treasurer Bloomberg seconded. All voted aye. Motion carried.

### REPORTS

Secretary's report – Secretary Hylden

- Minutes from September 10<sup>th</sup>
  - Member Rodriguez made a motion to approve secretary's report with changes identified. Member Swenson seconded. All voted aye and motion carried.

Treasurer's Report – Treasurer Bloomberg asked if there were any questions regarding the School Business Solutions Dashboard. He then deferred the rest of the conversation to school Budgets Manager Lundgren. She reviewed several aspects of the SBS reports including

- a typo on the Dashboard Report: the FLAP grant total is \$824,142 not \$924,142.
- Summary Income & Expense Statement: a discussion of miscellaneous revenue from the Amigos and Amiguitos programs. This is the reimbursement to the school for indirect costs of those programs.
- Summary I&E statement: a discussion about recoding of some Instruction support equipment to FLAP grant

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- Summary I&E statement: a discussion about Camp del Sol total revenue. Decreased attendance this year, but also decreased expenses, due to careful planning by program coordinators Aaron Arredondo and Gail Wilkey-Diez. Note typo on page 3 under the Amiguitos section—summary line should say Amiguitos, not Camp del Sol again.
- Cash flow report: does not accurately show cash flow of FLAP. The year's expected revenue was divided over 12 months and since FLAP ends in March 2010, it should be divided over 9 months. SBS will correct this. She also mentioned plans for a thorough review of cash flow reporting she hopes to conduct with SBS in the next month to make the document more useful for the board. She also reviewed revenue columns, to demonstrate where certain monies like FLAP, state aid, federal aid, and special education, are showing on the report.

Treasurer's report filed.

Audit review: Budgets Manager Lundgren - On-site audit fieldwork was held over two full days last month with 4 auditors the first day and 3 on the second. They conducted multiple interviews and thorough exploration of CDs to see if we have sufficient pledged securities. They read minutes to date and want to see drafts and final minutes until the audit is closed. Other foci this year were the Amigos program, the single audit for the MFIG grant. No open items right now. Just waiting for a draft of Management's Discussion and Analysis report. We hope to have the final report by the end of the month.

Member Callahan asked about repercussions in future budgeting related to not getting a new FLAP grant. Is it the finance committee's job to work this? Director Hedlund recommended that the board direct administration to make cuts and bring back to the board to look at closely and make own recommendations. Will discuss in the report.

#### Finance Committee Report

Minutes filed from October 3<sup>rd</sup>. See attached.

Board Training Committee report: no report

#### Director's Report – LILA Director Hedlund

- Facilities – nothing to report here
- Enrollment—holding
- Staff – 3 ambassadors...administration continues to work on getting more, several are in the visa approval process now.
- FLAP – In light of no new FLAP, Director Hedlund did some budget projections and put in enrollment growth and a 5% increase for salaries and benefits, it looks like \$180,000 short. Asked LILA Building Company to wait to ask ambulance to leave...will this be too hard with added enrollment. Enrollment projections will be key in planning. If we get close to class size and if only one grade level doesn't grow we may not need the ambulance to leave and so we'd still have the money from their lease one more year. If we left district 831 bussing and successfully asked families to forgo school transportation, that has the potential to make up for the loss of FLAP revenue, estimate transportation dollars at \$173,000. Will discuss with staff about all the positions that FLAP covers and help us know where our priorities are and find where we will need to cut.

Immersion program beginning in District 831 – press article mentioned us in a positive light, tell parents to check it out.

Hold back – Administration is looking at ways to bridge the cash flow gap created by the 27% holdback in state aid. Two options look promising: a line of credit from Patriot Bank Minnesota and a sale of rights to future state aid payments through Charter School Capital. The school has managed money well enough that we are a viable option for Charter and Patriot. We will continue to explore both options.

## OLD BUSINESS

Charter School Law Implementation Task Force Formation –Chair Peterson put together a packet with current law, old law and how it was changed (easy to see difference) task force doesn't need to do all changes, just find ideas for how we'll do these changes and when they will be done. Member Rodriguez asked if the task force needs to be made up of board members only. Answer, no.

Member Rodriguez offered to be on the task force she or Chair Peterson will write up a Noticiero article to ask parents to join this task if possible, and will ask teachers to mention it in classroom newsletters.

School Board Group and Individual Photos for Website – tabled until next month

Revised FY10 budget –Director Hedlund and Budgets Manager Julie Lundgren

2 changes : additional coding for special education and Title VIII federal stimulus funding replacing some of state aid; look for the 151 finance code to track Title VIII revenue and expenditures.

We still have more students that we budgeted for, but it is close. Note a 40,000 income for this budget.

Member Rodriguez moved to approve the revised budget. Member Callahan seconded. All voted aye and the motion carried.

## NEW BUSINESS

Reapprove annual report – Chair Peterson

Changes – legislature has made demands in 2009 law and we were not waiting for guidance because we got it from MN. We created annual report and then a week later received MDE guidance to add to the report. Attrition on page 3:

Page 14 paragraph about management not just governance

Page 19 paragraph about future plans

Member Kucinski moved to approve annual report with changes. Member Swenson seconded. All voted aye and the motion carried.

Transportation – district 831 bussing discussion included either securing waivers from all families to do without transportation or doing minimal bussing ourselves, such as having only a few collection spots. Dropping them (Dist 831 bussing) would amount to about \$173,000 in additional revenue and doing a few collection spots would reduce revenue but still might be helpful to budget bottom line. Changes will require lots of planning, communication with families, and an examination of options. Board needs to appoint a task force to find this out and get out the information to parents by conference time. Set up task force on looking into transportation – purpose to examine the possibility of dropping district bussing and how feasible that would be. Include the educational benefits as well as cost benefits. Check out transportation law in the packet. Treasurer Bloomberg agreed to chair the task force and Members Callahan and Thomas will also serve. They will include a parent or more who are dependent on busses to join us as well. We agreed we need 100% approval. City says that if we are going to do our own we need to discuss it with them as well.

Policy 312: Harassment and Violence

Page 4 letter "g" moved out (indented)

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Letter H. harassment or violence

End of page 4 remove last sentence because we don't have a form

Page 5 letter D. deleted

Page 7 VIII A take out "to pupils" and just leave for staff

B change to "a summary"

D this policy will be reviewed annually (take out at least)

Member Rodriguez made a motion to approve policy 312 with the revisions. Member Callahan seconded. All voted aye and the motion carried.

Review Reporting of Child Neglect or Physical/Sexual Abuse Policy #214

Page 6 VIII B. "will discuss this policy with school personnel annually." Member Kucinski moved to pass policy #214. Member Rodriguez seconded. All voted aye and the motion carried.

Board adopts resolution calling the general election.

Secretary Hylden moved that we adopt the resolution calling the general election on March 25-29<sup>th</sup>.

Member Kucinski seconded. All voted aye and motion carried.

Annual meeting March 29<sup>th</sup> – annual meeting committee appointed – Secretary Hylden, Members Swenson and Rodriguez and Vice Chair Donnay.

Appoint Election Committee: Member Swenson, Secretary Hylden, and possibly Vice-Chair Donnay

LI Student Disability Nondiscrimination Policy #306– assign board member to look this over and review at the November meeting. Member Rodriguez volunteered to take this to Special Ed Director Chris Pellant and will share this with the board next month.

#### OTHER BUSINESS

Donations – list provided by finance office, see attached.

Teacher Brita Larson was given money raised by her class through a garage sale, Director Hedlund will need to approve her purchases, just as other purchasing.

Member Swenson made motion to approve donations. Member Rodriguez seconded. All voted aye and motion carried.

#### ANNOUNCEMENTS

FLSB meeting October 1- Vice-Chair Donnay – tabled as Vice Chair Donnay is absent.

PTO meeting September 15<sup>th</sup> - Member Becky Swenson

Went over the budget and approved it. Main thing discussed was the fundraisers...no pizza man (Club's Choice) fundraiser. Parent volunteer for \$100 donation discussion because some kinder parents didn't understand why. Third grade shared what they were doing. Sr. Frank Gallegos also spoke at the meeting, explaining his methods and goals. He wants to be seen by students as a problem solver not a punishment.

MACS annual meeting November 6th

Webinar 10:00-11:00 Thursday Oct. 15

Potential trip to China – team to go in Dec to see Chinese elem. schools and meet educators, find out how to take our next steps. Applications due soon, see Chair Peterson for more information.

Finance Committee November 6 at 2:15pm

ADJOURN at 8:57 p.m.

DRAFT MINUTES

## ATTACHMENTS

LILA Annual Report Oct 2009

August '09 Balance Sheet

August '09 Cash Flow

August '09 Dashboard

August '09 Detailed Income Statement

August '09 Payment Register

August '09 Summary Income Statement

Donations to be approved Oct. 8, 2009

Finance Committee Minutes October 9, 2009

FY10 Budget Draft

Policy 214 Mandated Reporting of Child Neglect or Physical or Sexual Abuse

Policy 312 Harassment and Violence