



The monthly meeting of the Board of Directors was held on Thursday March 18, 2010
at 7:00 p.m.

MINUTES

CALL TO ORDER: 7:00 P.M.

MEMBERS PRESENT: Member Becky Swenson, Member Richie Kucinski, Member Kaari Rodriguez, *ex officio* member Budgets Manager Julie Lundgren, Secretary Jocelyn Hylden, Chair Shannon Peterson, Treasurer Chad Bloomberg, Member Jeanie Callahan, *ex officio* member Christine Thomas, Vice-Chair Julene Donnay, *ex officio* member Director Hedlund

UNSCHEDULED VISITORS

REVIEW OF AGENDA

Remove Student Disability Non-discrimination Policy #306 and Employee Disability Nondiscrimination Policy #205 to be moved to the consent agenda for April
Add the Calendar review to the agenda under New Business
Add to Board Elections report any updates to the Annual Meeting
Add Budgets Manager Julie Lundgren: Top Teacher award in New Business
Add Chair Peterson's item about Charter Day

CONFLICT OF INTEREST DISCLOSURE

Christine Thomas disclosed that she works for Patriot Bank MN and this might conflict with the finance committee report. Chair Peterson asked if there were any issues with Ms. Thomas being a part of the discussion. No conflict. LILA employees could have conflict of interest on the budget, but no salaries have been changed. Chair Peterson asked if there were any issues with staff taking part in the discussion of the budget. There was no conflict.

REPORTS

Secretary's report – Secretary Hylden

- Minutes from February 11th meeting - Sent to all members and copy at meeting. Member Kaari Rodriguez made the motion to approve the minutes from February 11th. Member Becky Swenson seconded. All voted aye and the motion carried.

Treasurer's Report – Treasurer Bloomberg – defer to Budgets Manager Julie Lundgren

Looking at January reports. Looking at the Detail IS, the % of budget column shows overages in employee benefits because the cost of benefits is higher in part due to an increase in claims. Compared at program level, we are on target. Will go into more detail when reviewing the budget later.

Utilities are much lower because price of gas is almost half of what it was last year.

Cash flow projection does not include the \$200,000+ CDs that have not reached maturity; one will mature in April and the other can be withdrawn early if necessary.

Positive news: in a vote of confidence, Patriot Bank has renewed a line of credit for \$200,000 at 6%. It is very rare for banks to give lines of credit to charter schools this year. This \$200,000 is a safety net in case of emergency, but we are still hoping we will not need to touch this.

Press releases to local papers, The Pioneer Press and Star Tribune. Went out for the state 2010 School Finance Award and the Profiles in Education national award by CEP.

Member Kucinski asked if Ms. Lundgren could clarify the lease payments and why they went up? Ms. Lundgren shared that it did go up at the beginning of the year, but said she would also check into this. Treasurer's report was filed.

Finance Committee Report – sent in an email to the board. Finance Committee report was filed; see attached.

Board Elections Report – Vice-Chair Donnay – All board members were sent an email of candidates. Information and biographies are out for each of them. The candidates are the same as last month. Elections will start next week at conferences. Voting will take place up to the meeting on Monday the 29th. Final counting will be done during the hour before the annual meeting. There will be dinner from 5:30-6:00. The meeting is from 6:00 – 6:30 in the gym and the Family Reading Night will be from 6:30 – 8:00.

Annual Meeting Committee will discuss with Kelley Dunbar to coordinate set-up. Board members are expected to be there. We will welcome new members and say farewell to board members leaving after this term.

Authorizer Task Force Report –Chair Peterson

Since Deputy Commissioner Chas Anderson last month advised us to go with Volunteers of America, the state has come up with documentation on how to become an authorizer. Several of the groups we had hoped for have decided they don't have the time or resources to apply for the authorization process. We will move forward with Volunteers of America, as this looks very promising. Katie Piehl, who is in charge of authorizing and monitoring charter schools at Volunteers of America, came to visit and Chair Shannon Peterson has spoken with her before. They are strong authorizers. They turned in their form today and should know by the middle of April how things are going, yet they are not making us wait to turn in our forms until then. We will be able to start now by sending them a basic application sharing that we're making AYP, we have at least a 12% fund balance, and we are meeting charter academic goals. We also need a letter from our current authorizer to make sure we are doing these. Stefanie Olsen will come to observe the school so she can write the letter for us. Ms. Piehl also said we could start the second step of the application process along with the first, so we will be doing that as well. VOA fees start at \$5,000 and go to \$20,000. There's a base and the rest is counted per pupil units to determine the amount we will pay them.

Treasurer Bloomberg asked, "What do we offer VOA?"

Chair Peterson mentioned that we offer another success story to them and they bring to us experience to keep schools on track.

Director's Report – LILA Director Hedlund

- Enrollment – steady – We have one new student who was recently adopted from Ecuador by one of our current families.
- Facilities – First embarked on refitting T8 lights from florescent. We are getting a good deal on these from a parent's business (Building Engineer & Maintenance Lead Mick Haugen priced T8 conversion and verified savings). These are 30% more efficient and so costs will go down. Another parent will help with lighting and sound for the stage in gym.

Treasurer Bloomberg asked about the interactive whiteboards. Director Hedlund shared that by refining the FLAP grant to technology we have just under \$50,000 that we can use to spend on the Promethean boards.

- Staff – have chosen a liaison – Jeff Wittrock will be the staff liaison between the staff and leadership team. This will give the staff an anonymous place to be heard having someone represent them to the team leaders and administration.

Specialist schedules – how to do one hour to 50 min prep in the week and it's looking hard. There will be some savings ideas brought to the staff in the coming weeks and to the board in April.

Treasurer Bloomberg also asked to bring staff observation & performance pieces to the board in timely manner if applicable.

OLD BUSINESS

FLSB Meeting Report – March 4th – Member Jeanie Callahan

-Gentleman from Lakes Area Television talking about a new channel 66 running out of the High School doing morning announcements and activities going on. Also have 2 new media classes starting

-Marc Peterson from Southwest Junior High shared about student lead conferences

-Positive happenings – all board members attend something and report on it

-Bill Bressen – no good news from state on finances

-Spanish immersion strand has 57 students enrolled – starting interviews for teachers

-Adopting East Metro Integration to encourage diversity, student exchange program

-adopted 2 year calendar

-teacher retirement options – encourage teachers nearing retirement to retire - set up a health reimbursement account for them

PTO Meeting Report – March 9th –Chair Shannon Peterson

-1st grade presented units of inquiry and thanked the PTO for supplementing money to purchase books for units

-4th graded presented units of inquiry as well

-PTO will stop ordering hoodies soon as staff appreciation gifts

-They are right on budget

-Flores fundraiser starting next week

-Melissa Lundmark chairing Family Fun Night

Revision 2 of Fiscal Year `10 Budget

In response to Member Kucinski's question on the lease payment from tonight's treasurer's report: The school lease payment when paid to the building company is divided into two portions. One portion is the monthly payment on the bonds and the other is the monthly payment on the loan at Patriot Bank (this loan was used to help pay for the Media Center and classroom wing renovation). Up until now the school had only been paying the monthly payment on the bonds. This error was caught in January and the correction shows in the cash flow report under "lease payments" on the expenditures side.

For this budget revision, Budgets Manager Lundgren conducted a line-by-line review, comparing latest expenditure reports and reviewing upcoming expenses. The budget revision spends FLAP in entirety – shifting FLAP for salaries to General Ed fund starting April 1. This revision also shifts funding for technology, both in FLAP and in the general education fund; to be used to fund interactive whiteboards for all classrooms and document readers.

Special Ed had some pretty big shifts because, at this point we know who our students are and know where the expenditures will happen – code for every tiny piece in Special Ed accurately

Ms. Lundgren reviewed the changes in revenue in this budget. State gen aide decreased because a portion is coming from stabilization money (Title VIII); Title VIII line was added. Interest earned

increased due to maturation of 2 CDs this year and checking account interest. Rent for the facilities from after-school classes is growing stronger every year and general donations are higher than original admittedly conservative estimates.

Expenditures – salaries: nothing per person has changed, but some were shifted to other codes.

Purchased services – admin – board consulting fees – ongoing legal from John Cairns – very important because of authorizer issues with state.

Maintenance supplies went up a little bit because Mick and his crew do a lot of the work for us instead of hiring out.

Increased Elementary supplies in FLAP significantly to buy supplies for next year. Looked a lot at gen Ed program expenditures to make sure we put anything we can in FLAP.

Treasurer Chad Bloomberg made the motion to accept Revision 2 of the Fiscal Year '10 Budget. Vice-Chair Julene Donnay seconded. All voted aye and the motion carried.

Calendar review

Treasurer Bloomberg: Motioned to approve calendar school year 2010-2011. Member Callahan seconded. All voted aye. Motion carried.

NEW BUSINESS

Engaging a lobbyist to the State legislature – Director Hedlund

- Get John Cairns access to legislature – Director Hedlund sent an email and that was spread to the legislature and they have taken action. Therefore Director Hedlund doesn't see a need at this time to move forward with board action on this item.

Top Teacher Award Competition – Melissa Martyr Wagner and Julie Lundgren worked on submitting names of 8 of our teachers for competition –Amy Thorp, Gail Wilkey-Diez, Melissa Cuddy, Kristina Kofski, Julie Swenson, Stefanie McAlpine, Elena Ashim, and Kaari Rodriguez. \$900 would be awarded in classroom supplies. They would be honored on Fox 9 News, and be given a party for 100 people from Subway restaurants. This is one way to increase awareness of our school and its excellent teaching staff. More teachers qualified, but time limited how many could be sent this round.

OTHER BUSINESS

Donations –

Remove Julene Donnay's donation as it belongs to the LILA Foundation.

Vice-Chair Julene Donnay made the motion to accept the donations with change. Member Kaari Rodriguez seconded. All voted aye and the motion carried.

ANNOUNCEMENTS

LILA Annual Meeting & Family Reading Night- Monday March 29th

FLSB Meeting April 1st – Chair Shannon Peterson – switch – Christine Thomas will go for Shannon LILAVisión starting on Tuesday 5-10 minute announcements in morning on all TV's.

Foundation – Twins Manager of Emerging Markets and his intern will be coming to LILA on Thursday, March 25th as well as the LILA Foundation dinner

ADJOURN – 9:04 p.m.

[Attachments](#)

[Revision 2 of FY '10 Budget – available for review](#)

[Donations](#)

[Finance Committee Report](#)

[January '10 Balance Sheet](#)

[January '10 Cash Flow](#)

[January '10 Cash Register](#)

[January '10 Dashboard](#)

[January '10 Detailed Income Statement](#)

[January '10 Summary Income Statement](#)