



MINNESOTA EARLY LEARNING ACADEMY

Board Meeting Agenda • February 2017

Meeting of the Board of Directors February 9, 2017, from 4:00 - 6:00 p.m. MELA
6717 85th Ave North • Brooklyn Park, MN 55445

Join the call: <https://www.uberconference.com/mspejh>
Optional dial in number: 716-293-5818
PIN: 97243

- 1 Record Attendance and Guests
 - Board Members: Victor Chavarria, Lisa Dotson, Brienna D'Angelone, Joe Scherer, Ruth Paredes (Phone)
 - Guests: Bakken, Nicole Schmidt, Mariela Spejh, Antonio Zambrano, Jennifer Mitchell
- 2 Call the Meeting to Order: Joe called the meeting to order
- 3 Approval of the Agenda:
 - Brie made a motion to approve agenda - Victor seconded the motion
- 4 Approval of the Minutes of the previous board meeting Dec 18, 2016
 - Brie made a motion to approve the minutes from the previous board meeting- Victor seconded the motion
- 5 Approval of Special Board meeting Jan 30, 2017 (Approval of Statutory Operation Debt)
 - Brie made a motion to approve the approval of Special Board meeting (Approval of Statutory Operation Debt) - Victor seconded the motion
- 6 Reports to the Board
 - 6.1. Board Chair Report
 - 6.1.1. Distinctive Schools Announcements:
 - Scott Frauenheim gave updates on the support that Distinctive has been providing MELA.
 - 6.1.2. Charter School Facility Expansion Update
 - Brie made a motion to enter into a closed session- Victor seconded the motion
 - Dotson made a motion to move back into open session - Victor seconded
 - 6.1.3. New Board Members Training Plan
 - Looking to set a training that can be attended at the beginning or end of the next board meeting

6.2 Committee Reports

6.2.1 Finance Committee

5.2.1.1 FY17 Budget Approval

- Brie motions to approve the revised budget, Dotson seconds

5.2.1.2 Financial Packet Review Jan 2017

- Brie motions to approve the packet, Dotson seconds

5.2.1.3 Statutory Operation Debt Update

- Special Resolution Minutes were approved

5.2.1.4 Line of Credit Update

- NP Assistance fund will be helping us with the line of credit
- Line of Credit for up to \$120,000
- Victor moves to approve, Brie seconds

6.3 Authorizer Report

- IQS representative Carrie is present at the meeting

6.4 School Director Academic Report

6.4.1 Instructional Update

6.4.2 Assessment Update (NWEA / Dashboard):

- Director Mitchell presented Reading and Math data for NWEA
- Skill Gap instruction taking place in classrooms to support students in achieving their goals

6.4.3 Professional Development Update

Aligned with PL model; collaborative planning in place

6.4.4 Staffing Update (Technology Consultant)

- Special Ed Para replacement / Additional position as a second Para is going on maternity leave, position will be replaced.

6.4.5 Enrollment Update

- 199

6.4.6 Parent Involvement Update

- Great involvement, PTO is very successful

6.4.7 SY 2017-18 Recruitment Plan (Staffing Model, Students Projection)

6.4.8 SY 2017-2018 Calendar & School Hours

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Draft was shared, it will be added to next meeting for review and approval

6.4.9 Transportation Update

- No updates

7 Other New Business

7.1 Special Ed MDE Fiscal Monitoring SY2017-2018

- Gives heads up about upcoming visit next year

7.2 Pre-K Application

- Heads up was given to Carrie about the idea of having a PK

7.3 State MELA non-profit Registration 3rd party covered.

7 Adjourn

Meeting was adjourned by 6:20 pm

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