

# TWIN CITIES ACADEMY

Board Meeting Thursday, December 13, 2018

5:00 p.m.

*We serve a diverse student body to succeed in a rigorous college preparatory program. Our mission is to ensure that all students graduate with the skills to achieve in college, to contribute positively to society, and to be accepting of all people.*

## **Call to Order**

Meeting called to order at 5:01 pm by Alexandra Howes.

## **Attendance**

Members present: Alexandra Howes, Elizabeth Neilson, Tamika Rhodes, Shannon Hady, Tim Becken (5:35 pm arrival), Rich Holst (via phone), and Phil Jemielita (via phone).

Others in attendance: Betsy Lueth, Executive Director; Bill Lauer, Accountant from MMKR; Samantha Berg, TCA MS teacher and Staff Advisory Board representative; Erin Spector, Recording Secretary.

## **Reading of Mission & Vision**

Read by Hady

## **Approval of Minutes**

A motion to approve the November minutes was made by Neilson, second by Hady. Motion passed.

## **Approval of Agenda**

A motion to approve agenda made by Jemielita, second by Neilson. Motion passed.

## **Public Comments** (each member of the public has 5 minutes to speak)

Samantha Berg (representing SAB) requested more time for all involved to make big plan regarding discipline procedures. She asks that all involved have sufficient time to review and contribute.

## **Action Items**

- Audit Presentation and Acceptance (Bill Lauer – MMKR) - Lueth introduces Lauer. Lauer proceeds to review and discuss management report. Process was smooth and results were a “clean opinion” of financials. No non-compliant issues, this is 2nd year in a row with no findings.

- Western Bank- Repurchase Agreement we have with bank. Collateral was below value of investments. There was a small risk during that brief time. Lueth talked to Western Bank about risk and that we would possibly move our business elsewhere since this was unnerving. This was the 1st time it happened and she was assured that it won't happen again.
- Specific talks about fund balances ensues. We are still in line with state trends.
- Food service fund is doing well. Lueth remarks that Terri Ausen has done great job at making sure there is no deficit here.

Motion to accept Audit Report made by Becken. Second by Neilson. Motion passed.

## **New Business**

None

## **Old Business**

- Discipline policy, practices and data discussion - Lueth talks briefly about comprehensively covering and reviewing behavior plan. Will be involving all staff.
- Behavior Policy/Behavior Plan - 506 is actual school board policy. Review of what used to be called an infraction but now TCA uses instructional discipline methods. Discussion of identifying bullying correctly is important as sometimes it is "peer conflict" as opposed to bullying.
- Data between previous years and current year show that in 15-16, 64% of the student body received some discipline involving administration as opposed to 17-18, when 37% of total student body received some discipline involving administration. Teachers are more empowered to handle lower level behaviors in their classrooms. Discipline communication has gotten clearer, and both students and families are immediately informed of any office referrals. Data shows the percentage of higher level behaviors has basically stayed the same from the 15-16 to 17-18 school years.

## **Reports**

- Committee Reports
  - Governance - Bylaws need to be updated by spring. Lueth mentions that Varley might step down as board member. Becken suggests 3 new members. Goal is 10 board members. Marketing person and possible attorney are suggested for board.
  - Finance -
    - November & December Financials presented in January
    - Jemielita reported that the committee is looking at long term financial sustainability
    - Policy - Neilson and Lueth discuss mandatory school policies for due diligence.

- Parents in Partnership - Rhodes talks about upcoming PIP events including February event for Black History Month.
- Director - Applications are on track for next year's enrollment.
- Teachers - All good news. The play went well.

Rhodes had to leave at 6:30 pm.

Motion to adjourn at 6:41 pm by Becken, Hady seconded the motion. Motion carried unanimously.