

# **TWIN CITIES ACADEMY**

Board Meeting

**Thursday, April 26, 2018**

**5:30 p.m.**

## **CALL TO ORDER**

The Board Meeting was called to order by Board Chair Steve Cerkvnik at 5:38 pm

## **ATTENDANCE**

Members present: Steve Cerkvnik, Krista Varley, Tim Becken, Cassandra Lafleur, Rich Holst, Alexandra Howes, Angela Davis Drew

Others in attendance: Betsy Lueth, Executive Director; Mike Franta, parent of 7<sup>th</sup> grade student; Brenda Reedy, Recording Secretary

## **APPROVAL OF AGENDA**

A motion to approve the agenda was made by Holst, second by Varley. Motion carried unanimously.

## **APPROVAL OF MINUTES**

A motion to approve the March minutes by Holst, second by Becken. Motion carried unanimously.

## **PUBLIC COMMENTS**

None

## **ACTION ITEMS**

### **Certification of Board Elections**

There were 100 signed voting registrations with 105 actuals ballots cast. The discrepancy didn't affect the voting outcome. The terms start August 1 with 1 day of training required. The results were as follows:

#### Community Members:

Phil Jimielita received 80 votes and was re-elected for a 3 year term

Krista Varley received 81 votes and was re-elected for a 3 year term

There was 1 write in vote: Nathan Schultz

#### Parents:

Tamika Rhodes received 84 votes and was elected for a 3 year term

There were 2 write in votes: Mike Czarnik and Yolanda Valle

#### Staff:

Shannon Hady received 60 votes and was elected for a 3 year term

Elizabeth Neilson received 77 votes and was elected for a 3 year term

Jackie Morrison received 52 votes

There was 1 write in vote: Emily Stripe

## **Finance Committee**

### ***March Financials***

It was reported that the budget is on track and where expected at this time. A motion was made by Holst, second by Howes to accept the March Financials. Motion carried.

### ***990 Review***

It's a "picture" of who we are. There are 2, one for TCA and one for the Buidling Company. They are due May 15<sup>th</sup>. Acceptance only is needed. Motion by Holst and second by Varley to accept both 990 forms. Motion carried.

## **Lease Aid Board Member Certification Requirements**

Form to be filled out by board members to ensure there is no conflict of interest with any board members. No motion is needed for this item.

## **OLD BUSINESS**

### **UST Renewal**

Due to the inability to meet with Dana Peterson from UST, there was nothing to report. Rich Holst and Betsy Lueth will set up a time in to meet in the next couple of weeks. The results will go out to the board after this meeting takes place. Discussion ensued. No vote.

### **School Safety Procedures—Crisis Plan and Reunification Plan**

No board action is needed, this is purely informational. TCA's approach is preventative along with being pro-active in crisis situations. The Crisis Plan was discussed. It has been in effect since August 2016 and is given to all staff at the beginning of school. The mental health piece was discussed, TCA has a 3.5:600 for mental health trained workers to student ratio versus the typical 1:600 in other schools. The Reunification Plan has been redrafted and the Asst. Principal has been in contact with the church identified for reunification in the event of an evacuation. A question was brought up about notifying parents. It was reported notification happens always on a hard lock down and on soft lock downs of over 1 period. Discussion about a formal written plan on when communication happens to parents ensued. Ms. Lueth will prepare a formal communication plan on this issue to begin in 2018-2019. Confidentiality comes into play about when and how to communicate about events. Finally, mental health support in the case of a death or serious injury was discussed, Ms Lueth reported that there has been a Metro Charter School Consortium created to tap into for those resources.

## **NEW BUSINESS**

### **Staff Advisory Board**

There are 10 members that meet with the Administration, staff and themselves. These meeting times vary. It is a chance to work collaboratively to find solutions, to provide more structure due to increased size and to give staff a voice. A question was raised by TCA board members on whether or not a parent or board member could attend the Staff Advisory meetings. Ms. Lueth will inquire and inform board members at the next staff meeting.

## **REPORTS**

### **Committee Reports**

#### **Governance**

None

#### **Executive Director**

Ms Lueth gave an enrollment update. It was reported that the budget is based on 620

students, we are at 680 enrolled for next year with confidence that shifting will happen and it will be within the budget numbers. Sixth grade enrollment is lower than we like at 104 so that is a focus. Retention from 8<sup>th</sup> to 9<sup>th</sup> grade is at 70-80% versus the usual 60-70%.

### **Teachers**

Ms. Howes reported that the upcoming Art Showcase is happening May 4<sup>th</sup> at 6:30, Middle School play is Friday, April 27<sup>th</sup> and Saturday, April 28<sup>th</sup>, 14,000 pieces of trash were picked up for Earth Day on April 23<sup>rd</sup> and a shout out from the Dariette Drive In on their Facebook page for the students efforts and finally our baseball team won 1<sup>st</sup> Place!

## **Motion To Adjourn**

A motion to adjourn was made by Varley at 6:37 pm, second by Lafleur.  
Motion passed unanimously.

The next board meeting will be May, 24,2018.