

MFA Minutes

5/6/08

7667 10th Street North

Oakdale, MN 55128

1. Welcome/Introduction/Question and Answer
2. Call to order 6:46pm
3. Chuck Loberg
 - Caravan Kids Catering, providing new organic menus
4. Reading of Mission and Vision
5. Roll Call: D. Emery, C. Emery, K. Wood, L. Tangen-Foster, J. Tangen-Foster, J. Husnik, K. Hunding
6. Misc. Attendees: Jim Gleekel (parent of potential MFA student), Traci LaFerrier
7. Approval of Meeting Agenda
 - Move food vendor up, add technology to committee reports
 - Don motions to approve 5/6/08 agenda, Jane seconds, no discussion, motion passes
8. Review/Approval of minutes from 4/22/08
 - Claire motions to approve 4/22 with spelling corrections, Don seconds, no discussion, motion passes
9. Treasurer's Report-Don
 - Current balance \$43,080.30
 - Claire motions to approve Treasurer's Report, Jane seconds, no discussion, motion passes
10. Consent for Payables-Don
 - Invoice for Start-up Coordinator \$2617.50
 - Don motions to approve consent for payables, Claire seconds, no further discussion, motion passes

Old Business

11. Board Membership
 - No discussion
12. Calendar of events
 - May 15th-SPED
13. Telephones
 - Move to Technology Committee discussion
14. Planning Collaboration/Board Handbook Development
 - Traci and Laurel will talk to R. Bend about copyright laws and examine options for developing policies; will present findings at next BOD meeting
15. Governance/Administration
 - Don and Richard will connect with EdVisions schools and present info at next BOD meeting
16. Financial Systems
 - Traci suggested waiting until July 1 to purchase Smart Finance

17. Financial Consultant

Waiting for a written contract; Traci can track work hours for the present time and continue to work for the pre-determined hourly wage until July 1

18. Office Space

Next step is to approve terms of lease for \$200/month for administrative space; Kim will ask Dick to review

19. 501 C3 filing

Don will email and call Steve Dess to determine next steps

20. EIC training

August 11, 12, 13, 14th; cost will be split with other schools (3 have shown interest right now); MFA will host; Laurel will keep us posted

New Business

21. Marketing, Spending money, revision of federal grant

A marketing budget needs to be put together to prepare for parent meetings

22. Committees/Council

Finance: **Don**, Traci,

Human Resources: **Kim**, Claire, Jane, Laurel

Curriculum: **Claire**, Jane, Kendra, Dani, Jim

Facilities: **Dick**, Don

Marketing: Kendra, Laurel, Jim

Parent Advisory *Council*: **Jane**

Technology: Don, **John**

Committees need to set monthly meeting dates to post

23. Ready to Open Meeting

May 16th (10-11am); Don, Laurel, Jim, will attend

24. Food Vendors

Discussed 2 possible food vendors

Parent Advisory Council will research options

25. Parent informational meetings-May 12, enrollment forms and day care

6:30pm, at MFA student's parent's community room; common parent questions will be addressed in agenda and questions will be offered afterwards

Laurel will research vendors to determine best options for copying

Don motions to approve enrollment forms, Claire seconds, no discussion, motion passes

Kim motions to allow Jim and Laurel up to \$500 for enrollment packet copies, Jane seconds, no discussion, motion passes

Day care-Jane motions to approve \$50 for payment of childcare during May 12th meeting, Claire seconds, discussion-

- Laurel will pay childcare providers and be reimbursed, motion passes
- 26. Credit Card
 - Don and Traci will discuss possible options during Finance meeting
- 27. Religion
 - Kim will send MACS approved religion policy for review for next BOD meeting
- 28. All day Kindergarten funding
 - Claire motions to approve \$16/day all day kindergarten, Kim seconds, no discussion, motion passes
- 29. Parent communications and emails with parents
 - Laurel will ask John to set up parent email group
- 30. Graduate Student Survey
 - BOD agrees to participate in survey
- 31. Committee Reports
 - Parent Advisory – Jane
 - Reported on in #25
 - Facilities – Laurel
 - Kim provided copy of lease; Don will forward copy to R. Bend to review
 - Curriculum – Claire
 - Will contact committee members to determine next and regular meeting date
 - Marketing – Laurel
 - Covered in #35
 - Personnel – Kim
 - Will meet briefly to discuss interviewing
- 32. Board – Sponsor Discussion
 - none
- 33. Next meeting date and place
 - May 20th, 6 pm for parents, 6:30 pm regular BOD meeting
- 34. Meeting adjourned at 9:28 pm