

Michael Frome Academy
Board Meeting Minutes
October 21, 2008
6:00 pm

1. Call to order 6:08 pm
2. Roll Call: Jane Husnik, Greg Westmoreland, Don Emery, Amanda Snyder, Kendra Hunding, Jane Husnik, Terrance Bro, Richard Bend
3. Misc. Attendees: Traci LaFerrier, Fawn Westmoreland, Kirsten Kinzler, Maryalice (parent), Steve Dess, Bob Engstrom
4. Approval of minutes 9/16/08
 - a. Jane motions to approve minutes, Terrance seconds, no discussion, motion passes
5. Approval of 10/21/08 agenda-under New Business add 'MFA Calendar Changes' and 'Revised Budget'
 - a. Amanda motions to approve agenda, Don seconds, no discussion, motion passes
6. Treasurer's/Finance Report
 - a. Traci presented financial report, balance sheet, and summary income statement
 - b. Jane motions to approve Treasure's Report, Amanda seconds, no discussion, motion passes

OLD BUSINESS

1. Suzuki Music Update
 - a. Job description will be written this week
 - b. MFA may apply for grant to help fund Suzuki instruction
 - c. Communication will be provided to families to keep them updated on progress
2. Lease Aid Application
 - a. Lease payments have been made
 - b. Richard drafted narrative about why school site was selected in response to application process
3. Facilities Update
 - a. Jane and Greg reported on outdoor clean-up progress
 - b. Soil testing in outdoor play area—Phase 1 Environmental test has been completed and area passed
4. Signage
 - a. Sign on Radio Drive
 - b. Kirsten will call Chris from Stodko to see if construction sign can be painted

- c. Discussed need for marketing and strategic planning session

NEW BUSINESS

1. MFA Calendar Changes
 - a. Greg motions to approve November calendar changes pending transportation, Terrance seconds, no discussion, motion passes
2. MFA Policies-School Handbook
 - a. Jane presented Wellness Policy/Guidelines
 - b. Don motions to approve the Wellness Policy pending edits and changes documented by Jane, Greg seconds, discussion: reviewed 'nut-free' section
3. Audubon Retreat in November
 - a. Possibly attendees: Jane, Greg, Terrance, Kendra
4. Safety Concerns
 - a. Discussed during Facilities Update
 - b. Shawna is working on securing CPR training for staff and interested parents
 - c. Front door will be locked-parents will call school to gain entry
 - d. Jane will ask for more parent volunteers to assist at front desk
 - e. Kendra will contact MSA about student volunteers
 - f. Safety/Security policy will be developed at school level
5. Federal Grant Approval
 - a. Grant was approved
6. Groups and Committees
 - a. BOD recommends school form 1 group consisting of parents and teachers to complete tasks (fundraising, marketing, strategizing, catering, etc)
7. Parent Liason
 - a. Terrance Bro will serve as liason between Board of Directors and parents
8. Funds Raised
 - a. First fundraiser has been completed-the BOD has to approved how money is spent
 - b. Kowalski's fund raiser (receipts) has started
 - c. Target Red Card program has started (school number: 149901)
 - d. Chipotle in-store fundraiser-January?
 - e. Boxtop fundraiser, Barnes and Noble, Equal Exchange may be pursued
 - f. Future fundraisers will be voluntary
9. Revised Budget
 - a. Traci presented budget proposal

- i. Fund 01 Rev=653,939, Exp=633,966, net income 19,973
 - ii. Fund 04 Rev=27,680, Exp=27,680, net income n/a
 - b. Richard motions that the BOD approve revised budget prepared by business manager, Don seconds, no discussion, motion passes
- 10. Q & A for Director/Sponsor
 - a. 40 students, Star Tribune visit, facility is great, good relationship with teachers
 - b. Sponsor is pleased with progress and participation
- 11. Q & A for Teachers
 - a. Student progress is great
 - b. New math curriculum ordered (Math Expressions)
 - c. Multi-age grouping? Next year, kindergarten students would be separate
 - d. Bob shared professional development opportunity
- 12. Committee Reports
 - a. Discussed in #6
- 13. Open Questions
- 14. Next Meeting: November 18, 2008 6-8pm
- 15. Adjourn Meeting
 - a. Claire motioned to adjourn; meeting adjourned at 9:00pm, Don seconds