



Lakes International

LANGUAGE ACADEMY

The monthly meeting of the Board of Directors was held on Thursday May 13th, 2010
at 7:00 p.m.

MINUTES

CALL TO ORDER: 7:02 P.M.

Members Present: Member Jeanie Callahan, Chair Shannon Peterson, Vice-Chair Julene Donnay, Member Becky Swenson, Member Kaari Rodriguez, Secretary Jocelyn Hylden, Member Richie Kucinski, *ex officio* Member Christine Thomas, Treasurer Chad Bloomberg, Budgets Manager Julie Lundgren, Director Cam Hedlund

Members Absent: Member Macaire Merkel

UNSCHEDULED VISITORS: None

REVIEW OF AGENDA

Remove Employee Disability Nondiscrimination Policy #205 from consent agenda; to be moved to Old Business next month

Delete Building Company Resolution & Resignation Acceptance from New Business

Add Announcement for Global Language Convention from Shannon

Add MACS Membership to New Business

Donations pulled from Consent Agenda under New Business

Treasurer's Report pulled from Consent Agenda and moved to Reports

Pull finance committee report from Consent Agenda; move to reports

CONFLICT OF INTEREST DISCLOSURE

Ex officio member Christine Thomas disclosed she works for Patriot Bank Minnesota and there could possibly be a conflict of interest with the treasurer's or finance committee's reports. Chair Peterson asked if there were any reason she should not participate in discussion and there was no conflict with other members.

SCHEDULED VISITORS – none

REPORTS

Authorizer Task Force Report –Chair Peterson

We are moving ahead and had our review from Stephanie Olsen. As soon as she writes up her report we can submit our application to Volunteers of America (VOA), who has been approved by state to be an authorizer. We should transition to our new authorizer by June 30th.

Director's Report – LILA Director Hedlund

- Authorizer – When we started the process of looking for an authorizer we shared that we had started talking with Forest Lake Schools at their request about a school district merger or incorporation. Because we have wanted to keep options open, this has continued and they have talked with employee groups and are not running into resistance. From their side they are looking for a way to incorporate us. They are very interested in how they could give us autonomy within their system. There are significant laws that will need to be addressed. We are very interested in providing more and better opportunities for our students when they leave us and they have been very supportive with Southwest Jr. High and the High School. We are assuring that we would remain IB and will have Chinese options and they are very open to these and ready to work with us. We are being very cautious to be sure this will benefit us in the end. The earliest anything could happen is fall 2011.
- Building Company – Non-profit law states that the building company, as a 501(c)(3) organization and a component unit of the school, is there to support the school and requires that the building company have 2 members of the school board on the Building Company Board. The state says that you cannot serve on both boards. Our attorney says that as long as board members aren't compensated and both boards follow state laws regarding fair contracts and bidding, there is no conflict of interest. If we did not follow the nonprofit law and followed the state's interpretation of the charter law, we will default on our bond agreement if we do that. So in the end we are keeping our 2 members on both boards. Suggestion by *ex officio* member Christine Thomas – Maybe *ex officio* members could be the connection between the boards. We aren't sure about this as they do need to be voting members, but worth checking in to.
- Budget - No Budget tonight, but Ms. Lundgren is working on finishing the FY11 budget. We are able to hire everyone and still float a small net income. If the state doesn't harm us, Director Hedlund is recommending that we pay teachers the merit pay from last year. Suggesting we pass a resolution to do that.
- Class size to consider – right now class size K-1 are at 20 and 23 for 2nd and 3rd. Director Hedlund would like to keep the class size of 20 at K and change to 19 at 1st and if we don't lose any students then we will pass a resolution to make the exception that those students can stay. We hope to have 4th-6th be 3 classes. Will discuss further.

Chad Bloomberg made the resolution supporting the Director's recommendation to pay 20% of teacher's performance pay based on the 2008-2009 contract year of the Q-comp plan. Member Kaari Rodriguez seconded. All in favor and resolution passed.

- Staffing – Chair Peterson – openings summary: 1 in 2nd grade, 2 positions in grade 3 as Angela Zitzer is moving and we are adding a class, Richie Kucinski is leaving in 4th grade so that opens 1 position in 4th, and Elena Aschim is leaving 6th grade so there is an opening there as well as an opening for added one class in 6th grade.
 - .5 physical education Jenni Murras has excellent recommendations and she will be teaching 3-6th grade. Current Deportes instructor Ismael Gomez will be sharing the position in a .5 position. He will be teaching Basic Skills in K-2 and also other support.
 - 5 more hired teachers

- Member Jeanie Callahand made the resolution supporting the Director's recommendation to hire the 7 new employees. Vice – Chair Julene Donnay seconded. All in favor and resolution passed.

FLSB Meeting Report – May 6th – Director Cam Hedlund

Presentations to talk about programs

Sports successful winter season

TERI – pouring money into college grads and Forest Lake is becoming a part of this process

Closed meeting for expulsions

LILA PTO Meeting Report – May 11th – Member Kaari Rodriguez

Flores fundraiser this week

Family Fun Night coming up

Elections for board – Jennifer Wurscher – President, Chris Leuthner - Vice-President, Susan Murphy – Treasurer, and Melissa Lundmark – Secretary. Representatives will be Aaron Arredondo, Gail Wilkey-Diez, Maria Bloomberg, and Greg Nesseth

Presentation of Global conference

8 language ambassadors for FY11 – might get St. Cloud State University to help us with the cost of visa processing instead of Amity.

OLD BUSINESS

FY11 Budget Draft – Budgets Manager Julie Lundgren

ADM projection increased from 582 to 586

Interest earned for our 3rd and final CD that will bring in \$7000 interest in April 2011

Special Ed piece – if truly revenue budget neutral – wanted revenue to reflect income and expenditures. This draft will be sent with the lease aid application

Vice – President Julene Donnay made the motion that we approve the application for FY11 lease aid of \$678,600 at this time. Member Becky Swenson seconded. All in favor and motion carried.

Treasurer's Report - ADM 554 today. April we'll see the CD will mature and be transferred to the checking. April and May may be heavier spending months.

Line item added – Juliana Arce benefit fund transactions show in the reports

FLAP grant final expenditures due \$27,980 spent down on purchasing technology equipment

We are replacing 4 cafeteria tables also this spring.

Finance Committee Report – Reports shared, budget shared, FLAP and ING Grant applications discussed, and MN State Arts Board Grant discussed.

Ex officios Christine Thomas and Julie Lundgren went to the LarsonAllen May conference and shared an update.

Audit Committee – discussed the pros and cons of having a separate audit committee; currently the board assigns these duties to the finance committee. *Ex officio* member Thomas lead the discussion. Board can appoint members outside of school board to bring in other expertise, plus have at least one person from the school board on the committee. Duties would be specifically defined.

Vice – Chair Julene Donnay moved that we form an audit committee with members on the board and members external from the board. Member Kaari Rodriguez seconded. All in favor and motion carried. *Ex officio* member Thomas will bring candidate member names to the board in June.

Reports filed.

NEW BUSINESS

Director's Evaluation – Member Kucinski – The committee is made up of Vice-Chair Julene Donnay, Treasurer Chad Bloomberg, Member Becky Swenson, and Member Macaire Merkel and Chair Shannon Peterson. They met a week ago Monday. Staff and parents will have input. It's anonymous. Parents – discussed how to ensure we get a good reporting. Noticiero newsletter announcement and link – teachers give reminder in weekly newsletters and email the link with a message. Final evaluation reporting next month. Closing date on input will be May 26th.

Review District #4116 vision, long-range plans: Director Hedlund

Touched on in Director's report referring to Forest Lake relationship.

5-year budget plan is being updated and therefore looking at long-range plans. Our whole objective of the new FLAP and talking with Forest Lake is how we provide better opportunities when students graduate from LILA as well as how to improve our program here. In the plan outlined in the new FLAP application, we talk about a longer school day and would like to give more opportunity for Chinese (while also supporting Spanish) expanding the day a couple days a week, and maybe more, come at regular bus time and by choice would be allowed to stay until 2:45 or 3:00 and take a shuttle bus home. This could be filled by extra Chinese, enrichment, basic skills, special ed. Talking with Forest Lake and mentioned before. Continue to talk about the 7-8th grade charter expansion as well as another option. Looking at building a group who could talk through pros and cons for Jr. High.

Board Opening – Member Kucinski leaving opens a teacher position. We'll need to have a special election for a new 2 - year teacher board position, possibly holding elections at Family Fun Night.

MACS Membership – renewal for FY11– Shannon proposing that we wait one more month to make a final decision to see what other expenses will be. Decision by July 15th, \$4900.

CONSENT AGENDA

Secretary's report – Secretary Hylden

- Minutes from April 8th meeting

Member Richie Kucinski made the motion to accept the consent agenda. Member Kaari Rodriguez seconded. All voted aye, and motion carried.

Donations – Vice- Chair Julene Donnay made the motion to accept the donations as presented. Member Jeanie Callahan seconded. All voted aye, and the motion carried.

Recommendation: The board should send notes of appreciation to the Foundation for the Spring Gala and the PTO at the end of the year.

ANNOUNCEMENTS

FLSB Meeting June 3 – Treasurer Chad Bloomberg

June LILA Board meeting will be on June 10th at 4:00pm

ADJOURN at 9:12 P.M.

Attachments:

Finance Committee Minutes

March '10 Balance Sheet

March '10 Cash Flow

March '10 Dashboard

March '10 Detailed Income Statement

March '10 Payment Register

March '10 Summary Income Statement