

**Eagle Ridge Academy
Regular Board Meeting Minutes
June 7th, 2011
7255 Flying Cloud Drive
Eden Prairie, MN 55344**

Board Members:

Present: Sara Sloneker, Mary Wolff, David Dikken, Carolyn Sommers Tillotson, Sonja Menard, Pete Larson, Paul Long, Jessica Bergeron, Jim Romportl

Additional Attendee: John Howitz

The meeting was called to order at 7:25 p.m. It was delayed due to counting the votes for the board election.

1. Larson moved to approve the agenda with the addition of a closed session considering the allegations against an Academy employee under new business and the addition of an open session performance review of Angela DeBoer. This is open at the request of Ms. Deboer. Wolff seconded and the motion passed unanimously.
2. Sloneker moved to approve the May 10th, 2011, Regular Meeting Minutes. Long seconded and the motion passed unanimously.
3. Public comment was heard.
4. Sloneker announced the results of the Board of Directors Election. The following people will be seated: Jim Pearson, parent (seat A), Pete Larson, parent (seat C), Paul Long, parent (seat K), Mike Hess, parent (seat F- 1 year term to fill the final year of the board seat vacated by Lee Stearns), Kenneth Greener, non-member community expert (seat B), and Austen Rockcastle, teacher (seat J).
5. The Director's Report was given by John Howitz. Enrollment numbers are being solidified for next year. The third sections are filling up. There have been no unexpected transactions during the past month. Finals are happening this week in grades 6-12. NWEA preliminary results show excellent gains across grade levels and are provided with the meeting documents. Employee contracts need to be approved tonight. Graduation is occurring this Thursday the 9th at City Hill Fellowship at 7pm. There were two May suspensions and 32 May detentions. This total count was accrued by 14 students with multiple events. The House plan is moving ahead with great support. The student executive council is planning fundraising and their fall welcome for students. Sonja and John met with the future PTO leadership to flesh out next year's activities calendar. Thursday of this week is the final day of school and is a half day.
6. The Lower School Dean Report was given by Sonja Menard. No new students have joined the school or transferred. Families are continuing to join the wait list. There have been some great gains in NWEA preliminary results. The information meeting on May 25th was well attended. There was one student suspended for a

- half day at the end of May. There will be end of the year activities and parties on Thursday of this week because it is a half day.
7. Reports were given by the Work Groups. The Governance Work Group discussed the annual meeting and the by-laws. The state budget is not yet solidified and we may see increases and/or cuts depending on how the state budget ends up. We may miss lease aid payments. The 30% holdback is expected to be paid back by October. The Budget/Finance Work Group discussed the May financials. The line of credit will need to be maxed out and by the end of the next fiscal year we will need to extend the line of credit. Cash flow is being managed and our fund balance is 821,012. The Human Resources Work Group is preparing the Executive Director's review. The work group will be meeting to prioritize what needs to be addressed by them. The Policy Work Group wants to clarify language regarding excused vs. unexcused absences for next year and will be bringing drafts of this to the workshop at the end of the month. The Facilities Work Group discussed the lease amendment with Welsh. Rick Nelson has been working with Welsh on this amendment. The build-out has been capped at about 2.5 million and the tenant improvement plan has about 2.6 million in it currently. The tenant improvement budget was provided with the board package to be reviewed to try to make this work with the cap provided by Welsh. The Curriculum Work Group is continuing to work on Data Driven Instruction plans and implementation.
 8. Discussion was held regarding pay levels for teachers and staff. There are concerns about salary increases and cash flow issues. With the uncertainty, it may be prudent to approve contracts with a 0% increase until the uncertainty is cleared up to prevent the inability to pay salaries, furloughs, or layoffs. If there is no pay freeze in the legislative budget and cash flow is better, a pay increase could be voted on later since the contracts are at-will. A special meeting could be called if necessary to look at the numbers and reevaluate contracts. A few years ago, no pay increase was given. Dikken moved for no salary increases for 2011-2012 except for those due to educational progression. Wolff seconded and the motion passed unanimously.
 9. The next item on the agenda is the preliminary consideration of allegations against an Academy employee. The Open Meeting Law, Minnesota Statute section 13D.05, subdivision 2(b), states that the Board shall close a meeting for the preliminary consideration of allegations against an employee subject to its authority. During the closed meeting, the Board will discuss the allegations and what, if any, action will be taken as a result of the allegations. Accordingly, pursuant to the law I have cited, I will hereby entertain a motion that this meeting be closed for the purpose of the preliminary consideration of allegations against an Academy employee. Dikken moved that the meeting be closed. Long seconded and the motion passed unanimously.
 10. Sloneker moved to open the meeting. Sommers Tillotson seconded and the motion passed unanimously.
 11. A Performance Review of Angela Deboer was given relating to her non-renewal status for the upcoming school year. Ms. Deboer has requested that the performance review be open. Specific dates and instances were provided regarding Angela's performance. Dikken moved to table the conversation until

- more information can be provided. Bergeron seconded and the motion passed unanimously.
12. Discussion was held regarding approving contracts for licensed teachers, educational assistants, and school staff for 2011-2012. Romportl moved to renew Karin Bertoldi's contract at the current dollar amount for the 2011-2012 school year. Long seconded and the motion passed unanimously. Bergeron moved to renew Karen Connor's contract at the current dollar amount for the 2011-2012 school year. Sommers Tillotson seconded and the motion passed unanimously. Long moved to renew Molly Gerber's contract at the current dollar amount for the 2011-2012 school year. Sloneker seconded and the motion passed unanimously. Long moved to renew Julie Twetan's contract at the current dollar amount for the 2011-2012 school year. Sloneker seconded and the motion passed unanimously. Long moved to extend Stephanie Janson a contract for the 2011-2012 school year for 21,000 dollars. Wolff seconded and the motion passed unanimously. Moved to renew Juli Groath's contract at the current dollar amount for the 2011-2012 school year. Sloneker seconded and the motion passed unanimously. Sloneker moved to extend Jean Curtiss a contract for the 2011-2012 school year for 30,000 dollars. Menard seconded and discussion was held. The motion passed with 7 ayes and one nay. Sloneker moved to renew Sonja Menard's contract at the current dollar amount for the 2011-2012 school year. Long seconded and the motion passed with Menard abstaining. Dikken moved to not renew John Howitz's contract for the 2011-2012 school year. Long seconded. Bergeron- nay, Romportl- aye, Dikken- aye, Larson- aye, Sommers Tillotson- abstain, Wolff- aye Long- aye, Sloneker- abstain, Menard- abstain. Wolff moved to place John Howitz on paid administrative leave until the end of his contract on June 30, 2011. Sommers-Tillotson seconded and the motion passed unanimously.
 13. Larson moved that the meeting go into recess to handle the details of the paid administrative leave. Romportl seconded and the motion passed unanimously.
 14. Larson moved to reconvene the meeting and table the rest of the items until the next meeting with the exception of the lease negotiation.
 15. Dikken moved to approve the amendment to the current lease to include the entire facility and tenant improvements. Long seconded and the motion passed unanimously. Dikken moved to enable Pete Larson on behalf of the corporation to negotiate a lease with rent up to 1,127,669.66 payable in monthly installments of 93,972.47 for the property described in the 4th amendment to the lease pending legal opinion regarding the final lease. Long seconded and the motion passed unanimously.
 16. Larson moved to move the meeting into recess until June 14th at 7pm to approve vendor contracts and the nomination of officers for the board. Sommers Tillotson seconded and the motion passed unanimously.

The meeting was recessed at 12:32 am.

Minutes submitted by Sara Sloneker, Secretary