

**MEMO: Board Meeting Minutes**

Date: Wednesday, July, 22<sup>nd</sup> 2009

Time: 6:30 pm – 8:30 pm  
 Place: Smath Room at Laura Jeffrey Academy  
 Called to Order @ 6:40pm    Adjourn @ 8:05pm

6:30	<p><b>WELCOME</b>  <u>Board practices</u>  <b>Board members present:</b>                  Debra Pridgen, Lizzie Forshee, Allison Stapley,                  Devavani Chatterjea, Rebecca Brandt-Fontaine                  Secretary: Lizzie Forshee                  Ex officio: Cindy Reuther, Executive Director                  Absent: Marcella della Torre, Carolyn Westra                  Present: Sunshine Grandahl  <u>Board practices</u>                  Fist-to-five decision making process: 1.                  Temperature    2. a. Majority vote or b.                  Research                  Duty of care, Duty of loyalty, Duty of obedience</p>	
6:45	<p><b>Discussion, Approvals:</b></p> <ol style="list-style-type: none"> <li>1. Agenda/Minutes</li> <li>2. Finance report</li> <li>3. Staff Handbook</li> </ol>	<ol style="list-style-type: none"> <li>1. Agenda Approved (Deb, Allison)                          Minutes to be sent out via email for approval</li> <li>2. LJA's end of the year audit coming to an end,                          financials tabled until the August board meeting</li> <li>3. Tabled</li> </ol>
7:45	<p><b>Discussion</b></p> <ol style="list-style-type: none"> <li>1. Conflict of Interest statements</li> <li>2. Sponsor Contract</li> <li>3. MCAII's update (STEM Coordinator)</li> <li>4. Update on hiring and work agreements</li> <li>5. Enrollment update</li> <li>6. Board recruitment</li> <li>7. Summer Spectacular</li> <li>8. Board Training</li> </ol>	<ol style="list-style-type: none"> <li>1. Signed and received by Sunshine. Still in need of Carolyn's and Marcella's</li> <li>2. No issues were seen while reviewing the contract with our sponsor (The Audubon of the North Woods) and the board will sign assurances.</li> <li>3. Great gains in Math, Science, and LA!!!</li> <li>4. Still need to hire a Math position and the Physical Education/Wellness teacher. The Dean of Students and AmeriCorps Intern are also needed. LJA will be posting the positions out of state to enhance our pool for candidates of color!</li> <li>5. LJA is looking to fill approximately 30 5<sup>th</sup> grade spots in order for full enrollment.</li> <li>6. Possible interest with Vicky and Margo??? Deb will follow up with both people of interest.</li> <li>7. Program starts at 6:30 and it is requested that all board members are present to help support the girls and staff!</li> <li>8. Who? When? Where? Still needs to be decided.</li> </ol>
<p><b>August Board Meeting: Wednesday, August 28<sup>th</sup> @ 6:30pm</b>  <b>Upcoming events: July 30<sup>th</sup> End of Year Celebration 6:30-8:00 pm</b></p>		

Laura Jeffrey Academy provides an environment where students are free – to learn, to explore their potential, to discover their brilliance and develop their intellect.

**Mission**

Students learn through solving problems, asking questions and participating in community.