



# April 2023 Board Meeting Minutes

\*Meeting being held virtually due to health pandemic in accordance with MN §13D.021, subd. 1 per declaration by Board Chair\*

Laura Jeffrey Academy Board Meeting  
**Thursday, April 13, 6:15 – 8:15 PM**

## Members

Kate Agnew  
Sean Quinn  
Lisa Alter Capell  
Paul Regan  
Ann Henderson  
Julie Silvers  
Anna Robinson, Leadership Rep., *ex officio*

## Guests

Eileen, Leadership Team  
Amanda Dahlke, Dieci School Finance  
Addie Washington, Osprey Wilds

Join Zoom Meeting

<https://us02web.zoom.us/j/84297511342?pwd=RzRXMW0rUCs3Wmk5aGJGOFExOENkdz09>

Meeting ID: 842 9751 1342

Passcode: 975925

## **Agenda**

1. Welcome
  - a. Meeting called to order at 6:16 p.m.
  - b. Rollcall of members.
2. Public Comment
  - a. None
3. Approval of Agenda
  - a. Motion to approve: Sean
  - b. Second: Julie
  - c. Discussion: None

- d. 5 Yes Votes, Motion approved
- 4. Approval of March 2023 Meeting Minutes
  - a. Motion to approve: Sean
  - b. Second: Julie
  - c. Discussion: No changes
  - d. 5 Yes Votes, Motion approved
- 5. Osprey Wilds - Renewal Discussion
  - a. Addie Washington from Osprey Wilds provided an overview of the charter contract renewal process. Addie works on Environmental Education evaluations and is the primary OW contact for LJA.
  - b. Timeline. The renewal application is due to OW on September 15, 2023. Following the application, OW does a site visit and then provides LJA with a preliminary report by January 19, 2024. LJA may respond with comments due by February 1, 2024, and then OW completes the final report by February 15. The report is reviewed by the OW Charter School Committee for decision and for approval by the OW Board in early March. Based on the OW Board's decision, the goal is to have the new charter school contract by July 1, 2024.
  - c. The LJA Board's main role in the process is approving the application that is due 9/15/23.
- 6. Committee Reports
  - a. Governance Committee
    - i. Update on annual meeting voting
      - 1. Lyssa sent out the email to members on April 10 to provide notice of the annual meeting and the opportunity to vote on new board members and the by-laws amendments. Notice of the annual meeting was also posted on the LJA website.
      - 2. Paul will check with Lyssa about sending out an email in a week or two to remind people to vote.
  - b. Leadership Review Team
    - i. LJA FY22 Academic Performance Evaluation
      - 1. Board members reviewed and asked questions about the academic performance evaluation. The evaluation will be a primary component of the leadership team evaluation done next school year.
- 7. Financials – Amanda and Sean
  - a. Approval of March Financials
    - i. Motion to approve: Paul
    - ii. Second: Ann
    - iii. Discussion:
      - 1. Expenses still exceed revenue, but still doing well.
      - 2. Paid form state on 80 students, enrollment is at 81 students.
      - 3. Fund balance is still over 20% goal.
      - 4. Cash flow looking good at \$551,000
      - 5. Won't hear back on Employee retention credit application for several months.
      - 6. Draft budget? Plan on being done at the end of May for approval at the June board meeting.
    - iv. 5 Yes Votes, Motion approved.
- 8. Leadership update – Anna
  - a. Very busy with enrollment. Steady at 81 scholars this year.
  - b. At 100 students enrolled for next year, so far. Almost double where we were last year.

Motion to Adjourn: Sean

Second: Julie

Discussion: No discussion.

5 Yes Votes, Meeting Adjourned at 7:12 p.m.

Respectfully Submitted by Paul Regan