



May 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, May 11, 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

Terrence Thigpen, Leadership Team
Amanda Dahlke, Dieci School Finance
Dan Church
Johanna Munns

Join Zoom Meeting

<https://us02web.zoom.us/j/83211561515?pwd=UVVpOTIPcytWVVlnTE90MU1sMitwdz09>

Meeting ID: 832 1156 1515

Passcode: LJARocks!

Agenda

1. Welcome
 - a. Meeting called to order at 6:17 p.m.
 - b. Rollcall of members.
2. Public Comment
 - a. None
3. Approval of Agenda
 - a. Motion to approve: Sean
 - b. Second: Lisa
 - c. Discussion: None

- d. 5 Yes Votes, Motion approved
- 4. Approval of April 2023 Meeting Minutes
 - a. Motion to approve: Ann
 - b. Second: Sean
 - c. Discussion: None
 - d. 5 Yes Votes, Motion approved
- 5. Committee Reports
 - a. Governance Committee
 - i. Board Self Reflection Survey
 - 1. Will send out to Board members next week and give two weeks to respond.
 - 2. {Note on proposed By-Law amendments. Needed 50% of membership to vote. Total members = 141. Got 67 votes, 4 short of what was needed for majority.}
 - b. Leadership Review Team
 - i. Surveys
 - 1. Will send out to Families and Staff members on May 22 and keep open until June 9.
- 6. Financials – Amanda and Sean
 - a. 2022-23 Budget Revision Approval
 - i. Motion to approve: Paul
 - ii. Second: Ann
 - iii. Discussion: Amanda, some Esser funds were used last year, but are not available for this school year. Leadership team revised the budget to cover the change. Fund balance will be decreased but will still remain over 20% goal (at 21.3).
 - iv. 6 Yes Votes, Motion approved
 - b. 2023-24 Budget Approval
 - i. Motion to approve: Sean
 - ii. Second: Lisa
 - iii. Discussion: New Budget
 - 1. Percentage of fund balance will be at 20.3%
 - 2. Includes some funds for CEL and part-time staff for enrollment work
 - 3. Does not include the ERC funding we're hoping to get.
 - 4. Includes pay increases for staff.
 - 5. Looking to add a 5/6 LASS, another math teacher, and another social worker.
 - iv. 6 Yes Votes, Motion Approved
 - c. Electronic Transfer of Funds policy approval
 - i. Motion to approve: Lisa
 - ii. Second: Ann
 - iii. Discussion: New Bank: Northeast Bank
 - iv. 6 Yes Votes, Motion approved
 - d. Approval of April Financials
 - i. Motion to approve: Lisa
 - ii. Second: Julie
 - iii. Discussion: Revenue and expenses are on track. Cash flow is good \$530,000 in the bank. Have been overpaid by MDE by \$36k for 21/22, but they may not ask for that back. Finances remain in good shape.
 - iv. 6 Yes Votes, Motion approved.
- 7. Leadership update – Anna
 - a. 106 students enrolled for next year (10 for 5th; 32 for 6th; 24 for 7th; and 40 for 8th). 40 more students than where we were 12 months ago.

- b. Wrapped up MCA testing this week. Fast Bridge testing starting next week.
 - c. School concert June 2. Graduation June 13. Staff appreciation this week.
8. Board Development
- a. Obligations/Limitations of Charter Schools (The Unique Characteristics of MN Charter Schools)
 - b. Kate provided an overview.

Motion to Adjourn: Paul

Second: Ann

Discussion: Thank you to Ann for organizing the teacher appreciation lunch.

6 Yes Votes, Meeting Adjourned at 7:07 p.m.

Respectfully Submitted by Paul Regan