Laura Jeffrey Academy Board Meeting Minutes



**Tuesday, June 20, 6:15 – 8:15 PM**

Laura Jeffrey Academy

1550 Summit Avenue

St. Paul, MN 55105

Members

Devavani Chatterjea

Jason Fritts

Laurie Hamre

Annie Hotop

Sharon Gifford

Janet Gracia

Danielle Jones

Anna Robinson

Maggie Struck (on leave)

Anna Veit-Carter

Jennifer Schiller, Executive Director, *ex officio*

Guests

Robert Procaccini

Rhianon Sargent, Audubon Center of the North Woods

Karissa Stotts/Megan Naps/Ms. Satara/5 students/2 parents

Allison Stapley

**Minutes**

Students were in attendance to express concerns to the board. After introductions, students had the floor with encouragement from Karissa and coordination from Ms. Satara. Concerns were related to hiring and firing decisions, dress code, and student equity. The board determined that ongoing conversations would take place to address these concerns.

Regular agenda

1. Sharon moved to accept May minutes/Jason accepted – May minutes approved

2. Financials – Fund balance good; expenses and revenue tracking well; financials – DC move/Sharon – second – financials approved

3. FY18 budget presented with 110 and 95 ADM/state supplement for declining enrollment/Qcomp funds from this year will come next year; Danielle made a request to increase marketing budget; Jen talked about professional development/race equity/community building as better investments than marketing.

4. Motion to pass 110 ADM budget (Jason) – second (Sharon) – budget approved

5. Growth and performance – enrollment updates (Janet - 5th 13-15/6th 23-26/7th 29-33/8th 34-36), Danielle’s supervision of interns – Summer 2017 and FY18/clarification of message/rebranding /group within LJA to clarify mission in July

6. Jen’s report busing – hire up to 10 drivers/3-4 vans/share with another school; staff turnover - Karissa/Megan/Satara/discussion of student involvement in hiring process; State of LJA debrief – small group of parents present/Jen updated them on 16-17 partnerships ongoing at the school.

7. Board discussion re: next year – meetings 3rd Tuesday of every month.

8. Debriefing of student visit – student advisory board/breakfast with the board/ongoing conversations

9. \*Meeting was not closed/open discussion of Jen leaving LJA. Rationale: Jen has been doing 2 jobs for the last couple of years/ difficult decision whether to leave motivated by need for self-care and lack of resources to have support personnel at the school.

10. Board members agreed to begin transition process by looking at administrative team’s job descriptions, consider hiring an interim leader. Anna V-C/Jason/Anna R/Sharon – agreed to be part of the transition team.

11. Meeting adjourned (DC moves/Sharon second)