



# June 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, June 8, 6:15 – 8:15 PM**

## Members

Kate Agnew  
Sean Quinn  
Paul Regan  
Ann Henderson  
Julie Silvers  
Anna Robinson, Leadership Rep., *ex officio*  
Dan Church  
Monica Brown  
Heather Shore  
Saima Prabhu

## Guests

Eileen Lindstrom, Leadership Team  
Amanda Dahlke, Dieci School Finance  
Robert Procaccini, Dieci School Finance

Join Zoom Meeting

<https://us02web.zoom.us/j/86781323023?pwd=S1ZKS3U1RS9pcGo2aE1KMi9zSWNVdz09>

Meeting ID: 867 8132 3023

Passcode: 221321

## **Agenda**

1. Welcome (introductions)
  - a. Meeting called to order at 6:15 p.m. Introductions of all attendees.
  - b. Rollcall of members. Including four new board members
2. Public Comment
  - a. None
3. Approval of Agenda
  - a. Motion to approve: Sean

- b. Second: Ann
  - c. Discussion: None
  - d. 9 Yes Votes, Motion approved.
4. Approval of May 2023 Meeting Minutes
- a. Motion to approve: Julie
  - b. Second: Sean
  - c. Discussion:
  - d. 6 Yes Votes, 3 abstentions, Motion approved
5. Governance Committee: Elections
- a. The following Board members were nominated for named Board roles:
    - i. Board Chair: Ann Henderson. Nominated by Sean and seconded by Julie.
    - ii. Vice Chair: Monica Brown. Nominated by Ann and seconded by Kate.
    - iii. Treasurer: Dan Church. Nominated by Ann and seconded by Paul.
    - iv. Secretary: Paul Regan. Nominated by Ann and seconded by Sean.
  - b. Discussion: All four members nominated for named Board roles accepted the nomination.
  - c. 9 Yes Votes, Motion approved
  - d. The Board Chair changed from Kate to Ann for the remainder of the meeting.
6. Financials – Amanda and Sean
- a. Last finance meeting of the year this week. Revenue is still based on 80 students, current enrollment is at 81.
  - b. Fund balance slightly under \$400K, above 20%, may go up a bit by the end of the year.
  - c. Cash flow is good, over \$500K cash on the books.
  - d. The Legislature has increased school funding in this session.
  - e. Still waiting on the Employment Retention Credit that was applied for.
7. Approval of May Financials
- a. Motion to approve: Kate
  - b. Second: Julie
  - c. Discussion: No further discussion.
  - d. 9 Yes Votes, Motion approved.
8. Development Committee
- a. CEL proposed contract. Marketing firm hired by LJA to increase enrollment. The goal is to become self-sustaining on this with LJA staff doing the marketing work. Proposal to CEL for next year at \$25K, CEL came back with a contract offer of \$32K. Negotiation is ongoing.
  - b. Will also be looking at LJA staff supporting this work instead of hiring another staff member to work on enrollment to augment word of mouth efforts.
  - c. Anna shared the CEL proposal with the Board.
  - d. Will wait to hear back from CEL and discuss the contract at the August meeting.
9. Special topics
- a. Meeting times for 2023-2024 school year
    - i. Have been meeting the 2nd Thursday of the month this year.
    - ii. Met the 3rd Tuesday of the month in past years.
    - iii. Discussed the need to move back to having meetings in person.
    - iv. If hybrid is used, board members that appear remotely need to disclose where they are.
    - v. Ann proposed 3rd Tuesday of the month 6:15-8:15 p.m.
      - 1. Motion to approve: Sean
      - 2. Second: Monica
      - 3. Discussion: No further discussion.
      - 4. 8 Yes Votes, one abstention, Motion approved.
  - b. Strategic planning. Will work on scheduling time in the Fall.

- c. Review of LJA contract with Osprey Wild as authorizer. Board was provided with a link to the current Osprey Wild contract for review by new members.
10. Leadership update – Anna
- a. 2023-24 Enrollment Update
    - i. Enrollment up to 114 students for next school. The budget passed last month planned for 110 students.
  - b. QComp Annual Report Review (Eileen)
    - i. Eileen gave an overview of the report.
    - ii. Started teacher coaching in the first quarter of the school year.
  - c. Academic Goals update (Eileen)
    - i. No MCA data until August.
    - ii. 15% of scholars opted out overall. A higher percentage opted out in the 5th and 8th grades that have the science testing. Counts as “does not meet.”
    - iii. Reading scores are looking good. Math and science scores look like they are going to fall a bit short with the inclusion of the opt outs.
  - d. Other miscellaneous updates.
    - i. Retention Policy. Will be shredding documents this summer.
    - ii. Will have some policies that need to be approved by the Board by August 1. May need a special board meeting to review and approve.
    - iii. The August meeting will be busy, lots of documents for approval.
    - iv. Thank you to outgoing Board members and welcome new members.

Motion to adjourn: Sean

Second: Kate

Discussion: None

9 Yes Votes, Motion approved. Meeting adjourned at 7:50 p.m.