

Board of Governors

**Sobriety High School**

Wednesday, December 19, 2007

4:00 -6:30 pm

**Minutes**

Board members: Peggy Hunter, Bob Doffing, Larry Schmidt, Alan Braun, Lee Wignall, Bryan Peffer, Chet Johnson, Charlotte Mardell, Michele Milan, Curt Knutson, Julie Swokorski, Chad Benesh  
Staff: George Sand, Mary Popelka, Laura Hoenack, Judi Hanson, Kellie Lund, Mary Breitenbucher  
Guests: Jim Fisher and Don Stende from School Business Solutions, Nicolle Roush, ISD 917, Rae Frank and Gregg White, from SHF

**4:00 Call to Order**

Peggy Hunter

**Introductions**

**Approvals**

Peggy Hunter

- Agenda
  - Personnel Committee added under Other Business
  - Alan would like to introduce an item under Other Business
- Minutes, November 19, 200

*A motion to approve the agenda and minutes with changes stated was made and seconded.*

**ACTION: ADOPTED**

**Treasurer's Report**

Curt Knutson

- Review of Financial Status
  - Curt has been receiving bank reconciliations for the main account and the petty council account. No reconciliations yet from the local site accounts.
  - Process change to reimbursements made to employees
  - Finance committee meeting at 12/11 at Curt's office was productive meeting. Recommending the board approve George's ability to enter into contracts up to \$5000. Reviewed preliminary audit report.

*A motion was made and seconded to authorize George to enter into contracts and purchasing up to \$5000.*

**ACTION: ADOPTED**

- Progress related to SOD
  - We ended FY07 with a fund balance of -4.8%. With the current revised budget, our end of year fund balance would be -2.36%, bringing us out of SOD at the end of this fiscal year. George will arrange a meeting with Dr. Speiker from MDE in January to report these numbers.
- Sandy Schmidt and George met with Phil Hatley from the Non profit assistance fund. They are attempting to get approval from them by mid-January for a bridge loan
- Audit
  - We've seen the preliminary numbers, and Jim Eichten from MMKR will be at our January meeting to present the final document.
- Approval of gifts from SHFoundation

*Lee Wignall made a motion to retroactively accept the \$125,000 gift from Sobriety High Foundation made on July 31, with the designation that those funds be used to reduce the charter school's accounts payable. Second by Michele Milan.*

**ACTION: ADOPTED**

*Curt Knutson made a motion to retroactively accept the \$30,000 gift from Sobriety High Foundation made on November 30. The gift had no designation or restriction and was for the general operations of the charter school. Second by Chad Benesh.*

**ACTION: ADOTPED**

*Bob Doffing made a motion to accept \$29,045 in designated gifts from SHFoundation. These gifts were designated by the donors to be used for the benefit of specific campuses of the charter school and will be credited to the campuses as follows:*

*Alliance \$12,012*

*Arona \$1,155*

*North Summit \$3,135*

*West \$12,743*

*Second by Larry Schmidt.*

**ACTION: ADOPTED**

- Approval of Health Insurance
  - Sobriety High currently uses Health Partners as the medical and dental insurance carrier.
  - The plan was marketed in November, and Blue Cross Blue Shield came back with a competitive bid.
  - The finance committee recommends we move to the BCBS plan and continue to offer 2 options to employees at the current employer contribution levels.

*A motion to approve the switch to Blue Cross Blue Shield was made and seconded.*

**ACTION: ADOPTED**

- Approval of technology contract
  - The finance committee recommended the board adopt the contract between the charter school and Designs for Learning. DL will provide technology services necessary to implement NWEA MAP testing and the MCA science test.

*A motion to accept this contract was made and seconded.*

**ACTION: ADOPTED**

Finance committee will meet regularly on the second Monday of the month at 4:00 pm at the central office.

**Chair's Report**

Peggy Hunter

- Thank you to Bryan, Alan, Bob, and Curt for the service, work, and energy you've all put into the board.
- Establishment of innovation group
  - Staff chose the members of this group at the all staff day on December 12. They are meeting December 20<sup>th</sup> and January 2<sup>nd</sup>.

**Interim Director's Report**

George Sand

- Update on activities to date
  - George passed out a timeline for the projects he is working on. They include the website, personnel handbook, TSIS, marketing plan, program re-design, teacher and program director evaluations, standardized testing, inventory and commencement planning.
- Education Programs
  - George will be heading up the "innovation group", working together with staff and board members to find a new and innovate program design.
- Web site
  - Laura and George have connected with a website designer and hope they have the project complete by early February.
- Recruitment/Marketing/Promotion

- George has been working with the marketing committee to put together an all-purpose brochure that will inform parents about our schools. This will go hand in hand with the website project.
- Using a grant from SHFoundation, we will be mailing out a postcard to schools and treatment centers to let them know more about our schools

### **Policy Report**

Michele Milan

- Approval of policies: 704, 410, 413, 414

*Motion to approve these policies was made and seconded*

### **ACTION: ADOPTED**

- Introduction of next group
  - 706 Acceptance of gifts
  - 506 Student Discipline
    - Add policies to the website framework

### **Nominating Committee Report**

Chad Benesh

- Chad reported that the board member voting would take place in December and would run through December 26<sup>th</sup>. The candidates for the two open seats are Bob Doffing, Bryan Peffer, and Karin Rutter.

### **By-Law Changes**

Chad Benesh

*A motion to approve the amended by-laws was made and seconded.*

### **ACTION: ADOPTED**

### **Program Directors' Reports**

Alliance Academy

Mary Breitenbucher

- Enrollment
  - Currently enrolled: 62
  - ADM 55.035 as of 12/14/07
  - Grade levels: 12<sup>th</sup> (29), 11<sup>th</sup> (15) 10<sup>th</sup> (14) and 9<sup>th</sup> (4)
  - Gender
    - 33 males
    - 29 females
  - 17 special education students
  - No PSEO, one out of state
- Losses – current and anticipated
  - Kids in treatment, due back in January – 2
  - Kids in treatment, due back in February – 2
  - Kids who left to use – 2
  - Kids who transferred to online education – 1
  - Kids poised to graduate in January – 3
  - Kids entering PSEO in January – 2
- Highlights
  - Parent teacher conferences held on December 6<sup>th</sup>, good attendance, PSO present to talk with new parents and introduce them to the organization
  - Students began an SAA meeting, now in its 5<sup>th</sup> week
  - Students working to initiate a 12 step meeting with a Buddhist twist
  - Student organized speaker meeting continues on Wednesday evenings
  - Mary and students spoke to local Anthony Louis Center
  - Mary and students spoke to local youth group regarding anger and substance abuse
  - Local church group continues to donate supplies and bus cards

- Challenges
  - Recovery motivation and curriculum – wrapping our “arms” around 64 kids who are in all phases of recovery, 32 of whom (51%) have less than 3 months of sobriety.

## West

Judi Hanson

- Enrollment
  - Currently enrolled: 59
  - Grade levels – 4 9<sup>th</sup> graders, 6 10<sup>th</sup> graders, 13 11<sup>th</sup> graders, 37 12<sup>th</sup> graders
  - One student has returned to us from Way 12 halfway house and one more is scheduled to return from the Fairview Dual program after the winter break
- West Campus Band plays on December 28<sup>th</sup> at Betsy’s Back Porch, 8 pm
- Student Council
  - Organized an ornament-signing project in all of the peer counseling groups. Every student had an ornament made by a peer who drew their name and then they were put on the tree. Friday, the students will take them home.
  - Cookie dough was distributed today and council officers unloaded boxes off the truck and filled all the orders for pickup
- Campus Board
  - Our local board meeting was canceled due to the snowstorm. George will be coming to our next meeting
- PTO
  - Plans are underway for student activities over the winter break so it is not such a long time without interaction as a community.
  - Meetings are still underway to plan the Year End Party and the parents are full of good ideas.
  - The parent volunteers are still bringing in breakfast treats on Wednesdays and the students really appreciate it.
- Special Events
  - On Friday we will be holding our annual holiday party. The 12 seniors who have been at the west campus the longest will be in charge of morning games and activities. Judi will be cooking and serving spaghetti and meatballs for lunch. Larry will be reading to the students and then everyone will exchange secret santa gifts. This event creates an amazing sense of community and provides a positive sendoff to our students.
- Special Visitors
  - Today two college math professors visited us. One of the professors is Chad’s brother Brett who has his Ph.D. in math and teaches at Harvard University. The other professor also teaches at a college in Boston. They are researching interactive methods in math education.

## Maplewood

Kellie Lund

- Enrollment
  - Currently enrolled; 52
  - 18 females, 34 males
- Outreach
  - 6 other families are pursuing the application process
  - Kellie and 2 students spoke at New Connections in St. Paul on 11/28
  - A parent and student spoke at Fairview Lakes Dual program on 12/6
  - Kellie and 2 students spoke at Fairview Riverside on 12/12
  - Kellie, the math teacher, and a parent and student spoke at ALC Blaine on 12/13
  - Kellie and 2 students spoke at Fairview Maplewood 12/18
  - 3 students spoke at 916 ALC on 12/18

- Student Council
  - Had Thanksgiving meal for school
  - Having holiday meal for school on Friday
  - Having dance on Friday
  - Decorated the school for the holidays
- PSA
  - Group reforming and getting acclimated
  - Held a meeting 12/11 with 9 families represented
  - Supplies and \$500 donated since that meeting
- Campus Board
  - Held first meeting with 1 returning member and several new – lots of good energy
- Highlights
  - Began relationship with Century College service learners. Will be doing video of school for marketing and orientation
  - May have a CD counselor Century intern & Hazelden CD masters intern soon.
  - DCD in-service for staff
  - Audiology in-service for staff
  - New assistant is doing well
  - Lockdown training for staff
  - Possible MNSHSL boys baseball and girls softball team being pursued.

#### **Other Business**

- Brief meeting, of voting members of the Board, following adjournment.
- TCGMC performance on the life of a meth addict. There is a partnering curriculum in the works and a meeting with Hazelden publishing coming up to sponsor a DVD from TCPTV.
- Performance on March 29 and 30th

**Meeting Dates** to be held at the Central Office unless otherwise noted - - 4:00-6:30

January 16, 2008      February 20, 2008      March 19, 2008

#### **Adjournment**