

Board of Governors

Sobriety High School

Wednesday, September 19, 2007

Central Office, 4:00 - 6:30 pm

Minutes

Members attending: Peggy Hunter, Michele Milan, Julie Swokorski, Larry Schmidt, Charlotte Mardell, Bryan Peffer, Chet Johnson, Chad Benesh, Alan Braun, Curt Knutson, Bob Doffing
Staff: George Sand, Mary Breitenbucher, Judi Hanson, Laura Hoenack, Mary Popelka
Guests: Sandy Schmidt, School Business Solutions
Nicolle Roush, ISD 917

4:00 Call to Order

Peggy Hunter

Approvals

Consent Agenda

Peggy Hunter

- Agenda
- Minutes, August 8, 2007
- Check Register
- Maplewood Campus staff representation
 - Mary Hoelscher has resigned her teaching position, she is no longer a board member
 - Chet Johnson, Special Education teacher will fill in until a new staff representative is elected

A motion to adopt the consent agenda was made and seconded

ACTION: ADOPTED

- Interim Director Contract
- 2 staff positions at Arona
 - Amy Berentson .5 English teacher
 - Terry Franklin .5 math teacher
- Both positions fell within the budget parameters

A motion to adopt the contract and the 2 employment agreements was made and seconded.

ACTION: ADOPTED

Financial Report

Curt Knutson

- Review of Financial Status
 - Curt has a good relationship with Sandy and Don from SBS. They meet twice per month to review recommended disbursements. Curt approves payments and makes any necessary changes
 - We are staying current on our accounts payable, due mostly to a large contribution from SHF early in the fiscal year. Those that we are behind on have an approved payment plan.
 - State aid is being paid at 165 ADM, which is accurate for our enrollment. Budget is based on 196, so if we are spending based on the 196, we will quickly fall behind on cash. Key is to focus attention on getting enrollments up and maintained.
- Progress related to SOD
 - The audit is closing out, and we are expecting a higher net gain than we had predicted, roughly \$85,000, or 2%
- Assuming we stay on budget for expenses and meet our ADM projections, SHS will be out of SOD at the end of this fiscal year.
- Campus Funds Update

Bryan Peffer

- Working together with Sandy and the management team, George presented a draft policy to the board on donations and gifts. It states that the board encourages the acceptance of donations and gifts that will enhance the educational opportunities for students.
- The board recognizes and values the partnership with SHF and does not wish to duplicate the Foundations promotional or fundraising efforts. Therefore, cash donations in excess of \$_____ an endowment funds will be referred to a representative from the Foundation for acceptance.

Michele made a motion to use \$2500 as the cap in the policy. Chad seconded the motion.

Discussion:

After some discussion, the board determined the amount should be lowered to \$1000, until the audit has been completed and the board has a clear picture of how much money came directly to campuses last year.

Michele amended her motion to \$1000. Curt seconded this motion.

ACTION: ADOPTED

- Until the business office and the central office are full prepared to operate a new purchasing procedure, we will move through a hybrid model where the on-site campus accounts will be transferred into the control of SBS. This should eliminate further confusion and liability.

Chair's Report

Peggy Hunter

- Thanks to Leadership Committee
 - Chad, Mary P and Mary B worked hard on this committee, and the board is pleased with the result. Sandy sat in on the interviews as well, and she was helpful.
- Foundation Leadership
 - SHF has a new contract with Rae Eden Frank; she will come on board as executive director on October 1. The board will have an opportunity to meet her soon.
- Board Membership
 - West and North Summit will vote to elect a new staff representative board member
 - 2 at large members are up for reelection: Curt Knutson and Bob Doffing
 - 2 campus board representatives need to be reelected, Alan Braun and Bryan Peffer
 - Betty Brost has resigned from the North Summit board, a new representative must be determined
- Annual Meeting
 - Chad Benesh, George Sand, and Bob Doffing will work together to determine the process for electing new board members.
 - October 10th at 5:00 – 8:00, location TBD.

Interim Director's Report

George Sand

- Update of activities to date
 - George began work on September 4th. Initial goals are to bring up and stabilize our ADM numbers, manage the SOD plan, and increase the network of Sobriety High.
 - Work on the identity of the charter school. As we move to separate from Sobriety High Foundation, we must create and fine-tune our identity as a charter school.

Student Data Collection Report

Larry Schmidt

A complete copy of Larry's report is included in the archive of these minutes.

- Larry polled board members and staff to determine what data is necessary to us to help us do our jobs better.
- Conclusions
 - Most of the data we want to show educational success we will collect as a matter of course- attendance rate, GPA, rate of credit accumulation, graduation rate. One exception is percent of students going on to post-secondary education.

- While there may be a lot of data about recovery that would be important for us to collect for our own uses, the most basic data point for comparison to other groups is days abstinent in the last x days. So, at a minimum, we need to keep track of sobriety date and relapse episodes.

Policy Review Report

Michele Milan

- Michele is gathering information; she will meet with Charlotte and George to develop a schedule of adopting policies throughout the year.
- Michele distributed a list of policies that are currently adopted and in place with the charter school.

Discussion

Peggy Hunter

- Recruitment/Marketing/Promotion
 - Far more creativity is needed, using student work to promote the school
 - Chad described the work he has already done with students
 - Larry recommended getting information out to all treatment centers
 - Get the website up and running, keeping information current
 - You tube, myspace and facebook
 - Visiting campuses, meeting students, seeing the environment
 - Uniform printed materials, preferably reproducible
 - Julie, Charlotte, Peggy, George and Bryan will begin an overall marketing committee
- Technology situation
 - Sobriety High Foundation has submitted a grant proposal to Best Buy.
 - \$35,000 for website, 15 – 20 computers. Should hear back by November or December
 - Technology committee
 - Larry and Michelle are co-chairing the committee in Mary H's vacancy
 - Needs
 - Equipment, hardware and software
 - Investment in staff that currently working at campuses, staff development, support and training to fill those roles
 - Other teachers who aren't on the board will be invited to join the committee

Program Directors' Reports

- Kellie Lund - North Summit
 - Enrollment
 - 43 students
 - 17 females, 26 males
 - 19 seniors, 15 juniors, 5 sophomores, 2 freshmen
 - Outreach
 - 6 families pursuing the application process
 - Parent and student spoke at Fairview Chisago City 8/23
 - Kellie spoke at ALC Woodbury 8/30
 - Meeting with Phoenix Group Home staff on 8/31
 - Meeting with HIS Stillwater staff 9/6
 - Kellie and student spoke at Fairview Maplewood 9/11
 - Highlights
 - Student council
 - Reforming and getting acclimated
 - PSA
 - Reforming and getting acclimated
 - Parent art volunteer 9/14

- 22 parents cleaned the school on 8/27
 - The parent of a graduate is volunteering on the office on Wednesdays
 - A new parent is willing to volunteer to answer phones Thursday and Friday
 - Campus Board
 - Betty Brost resigned as chair. Marge Romero is willing to take over
 - No meetings scheduled yet this year
 - Board will need to clarify mission, commitments, and involvement
 - Recruit members
 - Began relationship with Century College service learners
 - 4 of their students are setting up volunteer schedules and tasks
 - May have another Century intern available to produce an orientation and marketing video
 - Have 3 volunteers available to help with technology needs.
 - Hosting a recovery month field day and dance on September 28th
 - 4 new teachers, 1 new 12 hour per week assistant. Transition has been smooth
 - Hazelden nicotine treatment counselor provided a 2-hour student class
 - A graduate spoke to students about how to get the most out of their time at school and support each other
- Mary Popelka – Arona
 - Enrollment
 - 36 students
 - 11 females, 25 males
 - 18 seniors, 12 juniors, 5 sophomores, 1 freshman
 - Changes
 - 2 new students starting Friday
 - 1 new student pending completion of treatment in October
 - Outreach
 - Sent information packets/brochures to all guidance and chemical health people at District 11
 - Parent, student, and Mary P will attend Anthony Lewis Center sober school panel on 9/27
 - Mary plans to meet with George to come up with a more formal outreach strategy and ideas
 - Highlights
 - Campus board
 - Meet the 3rd Thursday of each month
 - Parent student conferences and community meeting scheduled for 10/6. Always the 1st Thursday of the month, with conferences every other meeting.
 - Staffing changes
 - Paul McGlynn is full time special education this year
 - Amy Berentson is the new .5 English teacher
 - Terry Franklin is the new .5 Math teacher
 - Arona is holding off on hiring an administrative assistant until numbers are consistent with the budget.
 - Mary Breitenbucher – Alliance
 - Enrollment
 - 44 students
 - 25 females, 19 males
 - 17 students receive special education services
 - 25 seniors, 12 juniors, 5 sophomores, 2 freshman
 - Highlights
 - Student council

- Advisory representatives elected, officers elected next week
- PSO
 - New president, will meet for the first time next week
- Staff
 - Great staff, most of whom are in their second year at SHS South
 - New addition of Sara Ma, Social Studies teacher
 - Experimenting with inter-disciplinary curriculum
 - Offering honors classes
 - River Ridge completed focus groups related to recovery; building a curriculum with the kids
 - Donations from a local church group, including bus cards and gas cards.
- Judi Hanson – West
 - Enrollment
 - 53 students
 - At this time last year – 52 enrolled
 - 16 males, 37 females
 - 36 seniors, 10 juniors, 6 sophomores, 1 freshman
 - 13 students from TLC, 40 non-TLC
 - Highlights
 - PTO
 - First meeting was held on September 10th.
 - Approximately 16 parents attended
 - All of the officer positions were filled as well as the committee chair positions
 - Parents will be selling Happenings books as their first fundraiser of the year
 - On September 30th, the PTO will be holding the Family Picnic for all West campus families and alumni
 - Student council
 - Elections have not taken place as of yet, but last year’s president is working on a fund raiser currently to get the year started
 - Electives
 - ACT/SAT prep
 - Photoshop
 - Community Event/Band
 - Physical Education
 - Media
 - Several students were featured on the Kent Hrbek show in August. They went fishing and had a fish fry at the end of the day. Also shown were scenes of classes and graduation. It was a positive video.

Meeting Dates

- October 10 Annual meeting 5:00
- November 21
- December 19
- January 16, 2008