

Board of Governors **Sobriety High School**
Central Office Wednesday, November 14, 2007
4:00 -6:30 pm
Agenda

Members attending: Chad Benesh, Julie Swokorski, Bob Doffing, Larry Schmidt, Lee Wignall Curt Knutson,
Alan Braun, Michele Milan, Peggy Hunter, Chet Johnson, Charlotte Mardell
Staff: Kellie Lund, George Sand, Judi Hanson, Mary Popelka, Mary Breitenbucher, Laura Hoenack
Guests: Don Stende, School Business Solutions

4:00 Call to Order

Peggy Hunter

Introductions

Approvals

Peggy Hunter

- Agenda
 - Move check register to treasurer's report, add health benefits to George's report
- Minutes, October 10, 2007

A motion to approve the agenda and minutes was made and seconded.

ACTION: ADOPTED

Treasurer's Report

Curt Knutson

- Review of Financial Status
 - Curt reviewed the School Business Solutions financial overview prepared November 7th
 - We are paying current expenses with current revenue, and the accounts payable carryover includes only the outstanding balance to ISD 917
 - Current estimates show the school's cash funds to be depleted by March 2008. More information regarding this situation will be presented during the budget revision discussion.
- Progress related to SOD
 - Finance committee met and reviewed the revised budget for 2008. It shows a fund balance at year-end of -\$54,206 which would be -2.6% of our operating budget. We need to get to -2.5% to be out of SOD, the difference is about \$1100.
 - In 2006, the school ended the year with \$190,000 loss, a -9.3% fund balance. In 2007, we had a positive \$58,000 net gain. Fund balance is roughly -5%. The original SOD plan had us at -5.6%, so it was better than expected. Revised 08 budget shows us coming in at \$55,000 net gain, leaving us with a -2.6% fund balance. If we beat that at all, we would certainly be out by 2008.
- Campus Funds
 - Program directors have closed out activity funds on the campus level. They are getting the reconciliations on those to SBS.
 - Sites still have student council accounts.
 - Some conversation about these moving outside of board control, but that no advised due to the requirement for a separate audit. We have set up a process with SBS where the directors send in reconciliations once per month and SBS tracks the accounts.

George Sand

Revised Budget

Curt Knutson and

- Discussion
 - The revised budget is based on 185 ADM, down from 196 ADM. Currently the ADM is 175, and it seems reasonable and conservative to base the budget on the lower number.

George Sand

- Expenditures have been incrementally increased, with a budget for instructional supplies, equipment, technology, operational money, and professional development. These expenditures were based on the amount spent out of the campus accounts last year.
- Net revenue has increased as a result of the contributions that went directly to campuses last year.
 - A copy of this budget is in the archive of these minutes.

Motion to approve the revised budget for 2008 was made and seconded.

ACTION: ADOPTED

Chair's Report

- Stepping up to the plate
 - It is time for the board to start taking a look at what type of model will work for us financially and educationally
 - We can all agree that we want to support both a financially viable school and want strong learning and recovery environments. Kids get the education they need at a high level, and stay in recovery.
 - We must find creative and inventive solutions to produce an innovative program.
 - We must decide both how to change the model, as well as how to work the model.
 - Peggy has been meeting with George weekly, would like to start coming into the schools regularly to better understand the program. Want to visit all 4 sites by the December meeting; to give the board an idea of what they think is working well.
 - Board members suggested polling parents, students, alumni, treatment centers, and staff to get their input on what we do well.

Interim Director's Report

George Sand

- Update on activities to date
 - George outlined his activities to date. His report is in the archive of these minutes.
- Health Benefits
 - The renewal for the health benefits is on January 1st, 2008. We are requesting all employees to complete a health questionnaire in the next week in order to collect bids from other vendors.
 - The board will be informed of renewal recommendation at the December meeting.
- Web site
 - There is some money dedicated to the website in the revised budget. Instead of working in tandem with Sobriety High Foundation on this project, the charter school will be developing a plan for the website independently.
- Work plan for coming month

Policy Report

Michele Milan

- Policy 208: Policy

Motion to approve policy with the changes suggested by the committee was made and seconded.

ACTION: ADOPTED

- 1st review
 - Policy 704 Development and maintenance of an inventory of fixed assets and fixed accounting
 - Policy 410 Family and Medical Leave Policy
 - Annual review required
 - Policy 413 Harassment and Violence
 - Policy 414 Mandated Reporting

A motion was made and seconded to approve the MSBA template policies as official Sobriety High school policy until review is done in board meetings.

ACTION: ADOPTED

- George will work to compile an employee handbook with information about policies and procedures.

Nominating Committee Report

Chad Benesh

- Sent email opening up a nominating period, but we have no access to the website so the nominations cannot be posted.
- Chad recommended leaving the nominating period open through the end of the month.

By-Law Changes

Chad Benesh

- Chad highlighted the changes that the by-laws committee has come up with so far.
- Chad will email out the document prior to the voting of the changes, which will be in December or January.
 - A copy of the recommended changes is included in the archive of these minutes.

Program Directors' Reports

Alliance

Mary Breitenbucher

- Current enrollment: 51
- ADM: 47.02
 - Grade levels: 27 12th grade, 11 11th grade, 9 10th grade, 4 9th grade
 - Gender: 29 males, 22 females
- Losses
 - 1 due to dual diagnosis unit and long term mental health care
 - 1 to inpatient CD treatment
 - 1 “disappeared”, returned to use
 - 1 left with stated desire to return to drinking
 - 1 left to pursue online study; states no longer wants sober support
- Highlights
 - Student council and PSO have begun meeting together to collaborate on fund raising and planning sober events
 - Met with executive director of Safe Haven to discuss current and potential programming together
 - Mary and two students (one current, one graduate) spoke to a couple of audiences of parents and service providers at Northfield High School for their chemical awareness event on the evening of 11/2
 - Students are continuing their monthly speaker meeting at school
 - Meetings with River Ridge related to our response to an RFT from State of Minnesota Chemical Health Division
 - Students and staff rallied around the Sobriety High Bowlathon cause, had a lot of fun
- Challenges
 - ADM (recruitment, retention)
 - Recovery motivation and curriculum

West

Judi Hanson

- Enrollment: 54
 - Grade levels: 35 12th grade, 10 11th grade, 6 10th grade, 3 9th grade
 - 3 students back in treatment and will be returning
 - As of Friday, we will have one more senior which brings total to 55 students
- Student Council
 - Currently the students are selling cookie dough. They are meeting twice a week and are planning more ways to be of service.
 - This week they will end the food drive and will deliver it to a food shelf.
- PTO

- At the meeting this week plans were made to come in during the holiday break and wax the tile areas of the school
- They will also be cleaning the carpets
- The staff is most appreciative of the amazing dedication of our parents.
- Campus Board
 - On Sunday November 4th, the board hosted a Senior Social at Keith Holtan's home. This is an annual dinner event created by the board to meet the seniors and engage them in a positive social experience.
- Highlights
 - "COVERT OPPS," our amazing band led by Joe Covert, played Friday night at the Depot in Hopkins. It was amazing how Joe grooms even the newest students to be exceptional at performing!
 - The bowlathon was such fun! We had a unique mix of board members, parents, alumni, and current students who represented our campus
 - One of our seniors, Jay M. was accepted into Augsburg College and the Step Up program and received a scholarship for academic achievement and a high ACT score.
 - A large number of alumni have already come to visit and speak to one or more peer counseling groups
 - Several students have been speaking at area high schools.

North Summit

Kellie Lund

- Enrollment: 43
 - 15 females, 28 males
- Outreach
 - 6 other families are pursuing the application process
 - 10/11 Kellie & a student spoke at Anthony Lewis Center in Woodbury
 - 10/16 Kellie spoke at Fairview Maplewood
 - 10/29 Kellie and 2 students spoke at Fairview Riverside
 - 10/30 Kellie networked with multiple referents at the annual MARRCH conference
 - 11/1 Kellie spoke at New Connections
 - 11/7 3 students from Hazelden Masters in Addiction Counseling program spent the day at the school
 - 11/9 Kellie and two students spoke at ALC Woodbury. Their 10 clients will visit the school on 11/19
 - 11/13 Kellie attended meeting with Ramsey & Washington County referents
- Student Council
 - Planning Thanksgiving feast
 - Helped support the Bowlathon
- PSA
 - Graduate's parent office volunteer Wednesday afternoons
 - New parent office volunteer Thursdays
- Campus Board
 - Betty Brost resigned as chair
 - Meeting scheduled for 12/3 at 6:30
 - Board will need to clarify mission, commitments and involvement, and recruit members
- Highlights
 - 10/15 Augsburg Step Up staff visited the school
 - 10/24 MN Dept of Higher Ed presentation to the students
 - Continuing relationship with Century College service learners (from into the chem. dep class)
 - Have 1 volunteer available to help with technology needs.

Arona

Mary Popelka

- Enrollment: 44

- 15 females, 29 males
- Changes
 - 3 new students
 - 1 student returned from treatment
 - 1 student from last year came back after long term treatment
 - We have 7 upcoming intakes
- Outreach
 - We are planning tours for treatment centers at Arona
 - Mary B came in to meet with a student in her capacity as a psychologist, a big help and fun to share resources.
 - Our primary referrals continue to come from ALC Blaine and Fairview Chisago Lakes.
- Ongoing events
 - Campus board – we meet the 3rd Thursday of every month
 - Students continue to step up and hold each other accountable to maintaining recovery standards in and outside of school
 - Students have started an AA meeting at one of the student's homes. It has been a terrific addition to the Arona community. This has been one of their most successful projects.
- Other events
 - Next Wednesday is our Thanksgiving parent/student potluck
 - December 6 is our community night and conferences

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

- December 19, 2007
- January 16, 2008
- February 20, 2008