

Board of Governors
Sobriety High School
Central Office
Wednesday, February 20, 2008

Board members: Bob Doffing, Alan Braun, Chad Benesh, Lee Wignall, Michele Milan, Bryan Peffer,
Larry Schmidt, Chet Johnson, Julie Swokowski, Peggy Hunter, Karin Rutter
Staff: Judi Hanson, Laura Hoenack, Mary Popelka, George Sand, Paul McGlynn
Guests: Don Stende, School Business Solutions

Agenda

4:00 Call to Order

Peggy Hunter

Approvals

- Agenda
 - Additions
 - Upcoming TCGMC chorus event
 - Policy 506: Student discipline needs to be reviewed again
 - Grading policy
 - Maplewood campus building refurbishment
- Minutes
 - Emailed out, approval at next meeting
- Check Register
- Resignation of Charlotte Mardell
- Appointment of Bryan Peffer to complete Charlotte's term this calendar year.
- Policies:
 - 522 Student Sex Nondiscrimination
 - 524 Internet Acceptable Us and Safety Policy

A motion to approve the above was made and seconded.

ACTION: ADOPTED

Treasurer's Report

Karin Rutter

- Review of financial status
 - George has secured the line of credit of \$150,000 from the NonProfit Assistance Fund
 - This was not reflected in the cash flow projection from SBS
 - The addition of this item significantly improves the cash flow outlook for the remainder of this fiscal year.
- Check register will be reviewed and processed at the finance committee meetings. The board will continue to approve it at the monthly meeting.
- Progress related SOD
 - Our revised budget will have us out of SOD this spring, ahead of schedule. The finance committee has created a 3-year budget plan to present to 917, the sponsor district.
 - This information has not yet been communicated to the program finance division of MN Dept of Ed.
- Student council accounts
 - The finance committee is having trouble gathering all of the information on these accounts in order to reconcile them on a monthly basis.
 - For audit purposes, check registers, bank statements, and receipts are required.
 - All of the documentation needs to be received by SBS in 1 week.
 - Going forward, if a campus gets behind on this reporting, the finance committee will recommend the account be closed.

- PSO Contributions
 - All contributions made by the PSO, either cash or in-kind, need to run through the charter school books in order for the board to formally recognize the contribution.
- Line of Credit from Non-Profit Assistance Fund

BE IT RESOLVED that Peggy Hunter, Karin Rutter, and Robert Doffing are authorized and empowered to borrow from time to time from MNAF (“lender”), on such terms as may be agreed upon between the Corporation and Lender, such sum or sums of money as in his or her judgment should be borrowed, however such sum or sums shall not exceed \$150,000. To mortgage, pledge, transfer, endorse, hypothecate, or otherwise encumber and deliver to Lender, as security for the payment of any loans or credit accommodations so obtained, any promissory notes so executed, or any other further indebtedness of the Corporation to Lender at any time owning, any property now or hereafter belonging to the Corporation or in which the Corporation now or hereafter may have an interest. Such property may be mortgaged, pledged, transferred, endorsed, hypothecated, or encumbered at the time such loans are obtained or such indebtedness is incurred, or at any other time or times, and may be either in addition to or in lieu of any property theretofore mortgaged, pledged, transferred, endorsed, hypothecated, or encumbered.

To execute and deliver to Lender the promissory note or notes, or other evidence of credit accommodations of the Corporation on Lender’s forms, at any such rates of interest and on such terms as may be agreed upon, evidencing the sums of money so borrowed or any indebtedness of the Corporation to the Lender, and also to execute and deliver to Lender one or more renewals, extensions, modifications, refinancings, consolidations, or substitutions for one or more of the notes, any portion of the notes, or any other evidence of credit accommodations.

RESOLVED FURTHER that if two or more resolutions of this Corporation authorizing any transactions with the Lender are outstanding concurrently at any time the provisions thereof shall be deemed to be cumulative.

RESOLVED FURTHER that all loans heretofore made by said officer in the name of this Corporation and all promissory notes and other documents executed by them in connection therewith or to secure the name are hereby ratified and approved.

*RESOLVED FURTHER that this resolution shall remain in full force and effect until revoked.
Motion to approve the above was made and seconded.*

ACTION: ADOPTED

Program Directors Reports

- Arona *Mary Popelka*
 - 48 students currently enrolled
 - 23 females
 - 25 boys
 - ADM is 44.38
 - 11 students have left
 - 4 to return to treatment
 - 3 chose to use
 - 3 because the program wasn’t working, but may have left to returned use.
 - 12 new students
 - Averaging 3 intakes per week
 - Arona Play “The Sponsor of Oz” will be performed on Friday, April 4th at 11:00 am at Mound Theater
- Maplewood *Chet Johnson*
 - Roughly 45 students currently enrolled

- Mary Breitenbucher has been covering group while the hiring process for a new recovery person is completed.
- A long-term sub is currently covering the English teacher position, hoping to fill that position permanently soon.

- Alliance

Mary Breitenbucher

- Current Enrollment is 62
 - ADM is 53, projected to be 59 by the end of the school year
 - Grade levels:
 - 20 12th graders
 - 20 11th graders
 - 16 10th graders
 - 6 9th graders
 - 32 males, 30 females
 - 21 students receiving special education services
 - 1 student PSEO, one out of state student
- Losses
 - Current and anticipated
 - 5 students graduated at the end of 2nd quarter
 - 1 graduation anticipated at the end of 3rd quarter
 - 2 currently in treatment, intending to re-enroll
 - 2 in mental health treatment
 - 2 left school and using
- Highlights
 - Students and Mary spoke at Apple Valley High School to 10th grade health classes
 - Students spoke at Anthony Lewis Center
 - Mary met with CD counselor at Lakeville High School to review students we share in common, anticipated referrals and address questions about current enrollment practices.
 - We took one of several intended field trips to the local work force to acquaint students with job search resources. Were assigned a caseworker for special needs youth.
 - PSO asked George to attend their meeting. They wanted to better understand the vision for SHS future and ask how they can be of assistance.
 - 1 one-year anniversary
- Challenges
 - Sustaining recovery motivation after one influential youth left to use and another, an Alliance Academy graduate, also “went back out” (“if they can’t do it, how can we?”)

- West Campus

- Enrollment 62
 - 8 9th graders
 - 10 10th graders
 - 15 11th graders
 - 29 12th graders
- PTO
 - The parents are having a spaghetti dinner and silent auction for families this Sunday evening, the 24th of February. It is a community-building event that will raise money for the end of the year party.
 - Some parents came in to clean again on Wednesday, January 6th
 - The PTO provides breakfast treats one morning a week, which is great for the students and the staff!

- Student Council
 - Winter Formal was held on February 17th and was a huge success. Every staff member was in attendance along with most spouses and a few parents. The student council members created amazing decorations for the tables and ceiling as well as the terrace room. The food was superb and everyone danced until the music came to an end. Afterwards, everyone was invited to a chaperoned house party in Edina, which ended the evening with a nice touch.
 - Council members sold candygrams to celebrate Valentine's Day
- Highlights
 - One of our seniors was featured in "Cosmo Girl" this month. The KARE 11 producers have also filmed her for the "Whatever" show, which airs on Saturdays. The date for show has not been announced.
- Campus Board
 - Members are planning for spring and what needs to be accomplished regarding facility maintenance and discussing a fundraiser to help the PTO.

Chair's Report

Peggy Hunter

- Peggy offered kudos to the board and staff for keeping the school afloat during this difficult time
- Personnel committee will be meeting again on March 6th at 4:00 pm at the central office
 - Michele will look at other school districts' grievance procedures
 - Chet, Larry, Chad, Lee, McKenna, George, and Judi are on this committee.
 - Bob and Bryan will be joining.

Interim Director's Report

George Sand

- Update on activities to date
 - Amethyst Luncheon
 - For people who are planning to attend, please sign up on the website and get your tables together.
 - Summer school planning
 - George, Don, and Sandy met with 917 staff to discuss 3-year budget and summer planning.
 - Summer program is a critical portion of our programming, and we're hoping 917 will continue to offer this option for us.
 - 917 re-sponsorship
 - Talked about the 3-year budget. Discussed assumptions, online programming, etc.
 - George and SBS will meet with their full board on March 4th to request renewal of the sponsorship.
 - Proposed budget
 - Finance committee looked at the 09 budget, using the projections from the 3-year budget plan.
 - Will discuss more fully at the next finance meeting. Next year's budget will be presented at the next board meeting, with planned approval at the April meeting
 - Testing
 - Working with Designs for Learning technology staff to set up the infrastructure for the NWEA MAP testing.
 - MCA Science testing will be online at the end of April. The NWEA set-up will be a dry run for using the system.
 - Program Director evaluations
 - Delayed because the job is changing. Rethinking evaluation points. It will be taken up at the next management meeting.
 - Teacher evaluations
 - In process, discussion regarding the roles and responsibilities of lead teachers, special ed teachers, etc.

- Program redesign
 - Ongoing. Larry has a pilot online program up and running
- Website
 - Laura and George are working on the content for the main page. Ann (designer) will speak with staff from the campus sites to see what they'd like on the campus pages.
- Staffing
 - Final reductions for this year
 - Started this year with 15 academic staff people. Has been reduced to 13.6
 - Arona
 - No reductions
 - Request to add administrative assistant position
 - Cost will be negated by the leave of absence taken by Laura
 - Edina
 - Science teacher position reduced to .5
 - Administrative assistant position eliminated
 - Burnsville
 - Social studies teacher position reduced to .8
 - Science teacher position reduced to .6
 - Program director position reduced to .8
 - Added .5 special education paraprofessional
 - Maplewood
 - English teacher position reduced to .6
 - Discussion of the workload analysis of special education, and the decision to add or reduce staff
 - Maplewood English teacher .6 position
 - The position will be offered to Melissa, and the employment agreement will be adopted at the next meeting.

Motion to approve the hire of Melissa at the .6 rate was made and seconded.

ACTION: ADOPTED

- Program director position at Maplewood campus
 - Discussion of the hiring process as it has gone thus far.
 - Discussion of the board's role in this hiring process
 - Board asked George to work with the Maplewood campus (along with input from the other recovery staff) to resolve this issue.
 - The personnel committee will develop a hiring procedure for all levels of staffing
- Upcoming TCGMC chorus event
 - TCGMC will present "Through a Glass, Darkly": which Alan has underwritten, story of a meth addiction
 - Saturday, March 29th at 8pm, and Sunday March 20 at 2pm

Personnel Committee

Chet Johnson

- Had their first meeting.
- Plan to do a salary schedule comparison with other charter schools
- Doing a quick process of posting the job description for the charter school director
- Review roles and responsibilities of recovery directors and lead teachers
- Discussion of compensation for developing online curriculum
 - Next meeting 3/6/08 at 4pm at the central office.

Policy Report

Michele Milan

- Policies were emailed out; they will be not printed and copied for the board meetings.
- 102 Equal Educational Opportunity
 - Minimal changes made, just correction of titles, etc.
 - 210 Conflict of Interest-school board members
 - Minimal changes made
 - 417 Chemical use and abuse
 - Only area of change had to do with record destruction. The charter school is not assessing students on the basis of chemical dependency, so the record destruction is unnecessary.

Other Business

- Grading policy
 - Not adopted during the meetings in 2007
 - Will be discussed at our next meet.
- Building refurbishment at Maplewood
 - George will work with staff and landlord at this location to determine a plan for refurbishment.

Meeting Dates

All meetings held at the Central Office unless otherwise noted.

March 19, April 16, May 21, 2008

Adjournment