

Board of Governors  
**Sobriety High School**  
Wednesday, August 19, 2009  
4:00 – 6:00 P.M.  
Minutes

Members Present: Paul McGlynn, Chet Johnson, Bruce Santerre, Bob Doffing,  
Lee Wignall, Alan Braun, Joe Covert, Dan Ondich, Crystal McAninch  
Staff: Barb Wornson, Debbie Bolton, Judi Hanson, Julie Wettstein  
Guests: Dawn Jenkins – School Business Solutions

**4:00 Call to Order**

Bob Doffing

**Introductions**

Bob Doffing

**Approvals**

- Agenda – add evaluation committee discussion to other business.
- Minutes
- Check Register
- Donations
- Employee Agreements – We are fully staffed. These are the staff that have signed their agreements so far: Debbie Bolton, Brian Bossany, Joe Covert, Robbie Deering, Miranda Frank, Judi Hanson, Amy Heeren, Alicia LaMunion, Sarah May, Crystal McAninch, Paul McGlynn, Lee Merrick, Matt Nupen, Dan Ondich, YooHyun Um and Barbara Wornson.

*A motion to approve the above was made by Chet and seconded by Paul.*

**ACTION: ADOPTED**

**Summer School Enrollment**

Robbie Deering

- According to TIES, we ended with 76 students attending summer school. Robbie has sent the list of students to the teachers/directors to verify that we have everyone listed and attendance is accurate.

**Financial Reports**

Dawn Jenkins

- We are still waiting for lease aid money. You have to spend the stabilization money before you receive it. We paid for rent in June for July and that was transferred into the FY10 budget so it looks like we paid twice but we didn't. SBS hasn't had a chance to update our budget with the new salaries.

**Finance Committee Report**

Bruce Santerre

- We are really at a 35% holdback when you include the stabilization money. Stimulus money will even cover salaries so once we cut the first payroll check we can request the funds. Alan and the Foundation have guaranteed to pay for Judi's salary and can make advances on that. Auditors said that it is fine for the money to come directly through the school. \$20,000 will be delivered in the next 10 days and the remaining balance will be given when there are cash flow issues. Needs to be properly documented. Barb will create a memo of understanding showing the salaried amount to be paid throughout the duration of the year.

*A motion was made by Bruce to have Barb draft a memo of understanding for Alan with specifics stated regarding the \$20,000 first installment with remaining balance to be paid throughout the school year to fund the community outreach position, second by Paul.*

**ACTION: ADOPTED**

- We talked about having donations come through our website, which will be a paypal feature to make donations directly to school.
- We need to have a board policy developed regarding fees and needs to be written and board approved.

- Out of state tuition is in budget for new students out of state for \$7000 tuition. The a-team will work out the details for how this is collected.
- We talked about student activity funds and other accounts at other sites and dos and don'ts regarding those accounts.

### **Board Chair Report**

Bob Doffing

- Report from August 14 Workshop – Bob went to meeting at TIES regarding board laws. State legislation requires all board members to go through training within 6 months. Designs for Learning has board training available.
- Changes in bylaws - We need to have a good strong committee for bylaws and board elections. Look at not replacing all board positions and scale back number of members on the board. Chet, Bob, Julie, Kristen, Judi as bylaws committee.

### **Executive Director's Report**

Barb Wornson

- Fees and out of state tuition policies – Barb put together a fee schedule for field trips, supply fees, and graduation ceremony fees. We should approve the amounts of the fees and have an actual fee schedule put together.

*Motion made by Paul to accept fee policy to be implemented and be adjusted as needed by the a-team to accommodate necessary exceptions, second by Dan.*

**ACTION: ADOPTED**

*Motion made by Dan to adopt policy with changes made to state "portion of or all" and list of graduation materials and include prorated fees for leaving early, second by Paul.*

**ACTION: ADOPTED**

- We are having Ken Winters come speak at our all staff workshop August 31.
- Staffing Plan – everyone has the same number of teachers but not the same number of staff. We only have ½ time recovery at Maplewood. We should consider increasing recovery to .75, which would cost about \$8000. We hired 3.3 recovery versus 3.0. We should vote on increasing to .75 recovery at Maplewood and increasing admin staff to take on transcripts. SBS stated their concerns regarding spending these additional funds on a recovery counselor.
- The a-team needs to look at who should be doing transcripts and academic directors would like to have Barb and Robbie do transcripts instead of academic directors doing them. Barb will be responsible for taking up the issue of transcripts to get it off the teachers plate.

*Motion made by Paul to give \$8000 to increase the hours of recovery person at Maplewood to .75, second by Dan. Vote: 5 yes, 2 no.*

**ACTION: ADOPTED**

- Issue of Barb moving to Burnsville to be academic director - we would save \$967 from reducing the academic director to 2.5% stipend. Moving Judi to Burnsville would be \$600, we would have to replace furniture, renovate, etc. Our office space now is paid for by the foundation. It doesn't seem cost effective to be moving right now. A-team has shared that Barb should be traveling between campuses two days a month.

*Motion made by Paul to have Barb housed at the central office and she will visit each campus each month as needed, second by Crystal. Vote: 5 yes, 1 no, 1 abstention.*

**ACTION: ADOPTED**

*Motion made by Lee to accept Lee's resignation, second by Crystal.*

**ACTION: ADOPTED**

- Social Network concern – we'll discuss this at the next a-team meeting.

**Other Business**

- Evaluation Committee – we'll discuss this at the next meeting.
- Teachers should go online to target.com and apply for \$400 grant per teacher. Judi will get the form for "take charge of education."
- There was discussion about possibly changing the meeting to a later time to accommodate parents. Lets discuss this at the next meeting.

**Meeting Dates**      All meetings are 4:00-6:30 at the Central Office unless other wise noted.  
September 16, October 21, November 18, December 16

**Adjournment**