

## MINUTES – Approved

### **Mission**

*Marine Area Community School will utilize the natural resources, history, arts, and civic stewardship of the community as a foundation for the study of language arts, mathematics, science, social studies, physical education, art, and other curriculum subjects. The place-based learning environment will be student-centered, designed by teachers, and reinforced and supported by the local community.*

#### **1.0 Call to Order 9:32 a.m.**

- 1.1 Roll Call:** Lisa White, Kristina Smitten, Lisa Dochniak, Marine on St Croix Mayor Glen Mills, Jon Dettmann

#### **2.0 Approve Agenda**

- The agenda for the meeting was accepted.

#### **3.0 Community Comment**

- None

#### **4.0 Election of Board Chair, Co-Chair, Secretary and Treasurer**

- Lisa White nominated Kristina Smitten to be the Board Chair. No other nominations were made. The motioned passed with 5 yes and 0 no.
- Kristin Smitten nominated Lisa White to be the Co-Chair. No other nominations were made. The motioned passed with 5 yes and 0 no.
- Kristin Smitten nominated Lisa Dochniak to be the Secretary. No other nominations were made. The motioned passed with 5 yes and 0 no.
- Lisa White nominated Jon Dettmann to be the Treasurer. No other nominations were made. The motioned passed with 5 yes and 0 no.
- Kristina Smitten noted that this was an atypical board election. In the fall 2017 after the school opens, there will be a public election for board members.

#### **5.0 Reports**

##### **5.1 Facilities Report**

- Kristina Smitten asked Mayor Mills to report on the committee set up by the city council. Currently there is a moratorium on the property on which the current District 834 school sits. Kristina Smitten shared a report from Council Member Lon Pardun, who is on the property committee. The committee is considering what to do with the property in the future and feels that the current property should remain a school. Two individuals from District 834 have been appointed to meet with the City's committee.
- Kristina Smitten shared that the MACS is considering 3 locations, including the current elementary school, all of the possible locations meet the educational goals of MACS. The final decision will be made in January 2017, which will offer enough time to arrive at lease terms. July 1, 2017, is the anticipated occupy date.

## **5.2 Federal Charter School Program (CSP) Grant Update**

- Lisa White reported that the initial application for the CSP grant was not approved. MACS received good suggestions for revisions to the application. MACS will reapply at the next due date which is expected in September. Kristina Smitten added that most of the suggestions were minor, such as not interchanging the terms “teacher-powered” and “teacher-led.” The decision should be made by the end of December.
- Lisa Dochniak offered a summary of the CSP grant: \$225,000 annually for up to three years for hiring, curriculum development, and start-up costs. The funds cannot be dispersed retroactively.
- Jon Dettmann added that it is common to not be approved the first time, and it is not a reflection of the viability of the school.

## **5.3 Financial Report and Governance Update**

- Lisa White reported that the Marine School Association (MSA) had agreed to be the temporary fiscal agent for MACS, until the federal government grants nonprofit 501(c)3 status. \$1000 was donated in the spring and was used for development of the bylaws, articles of incorporation, and a post office box (PO Box 178 in Marine).
- A law firm that specializes in charter school creation and governance will be hired at a package rate of \$5750 to help with filing and tax-exempt status.
- MACS also has a contract with an Authorizer, who has filed the necessary paperwork with the Minn Dept of Education. The fee for the authorizer is \$1487 per quarter.
- The MACS founding board put together a fundraising campaign and raised \$14,420. Kristina Smitten noted that the board will be prudent and careful with the money, and thanked the community for the generous support.

## **6.0 New Business**

### **6.1 Enrollment Policy and Open Enrollment**

- Kristina Smitten announced that a packet of enrollment information will be added to the MACS website. She added that interested parents were promised that enrollment would open during the summer of 2016, and the MACS board wants to honor that.
- The enrollment procedures and policies will be consistent with state statute. Open enrollment for 2017-18 will close on August 25, 2016. MACS expects that each grade K-6 will have a maximum of 25 students. If more applicants than available spaces are submitted, there will be a lottery as described by statute.
- All necessary documents for finalizing enrollments will be collected in the spring of 2017 with a due date of July 1, 2017.
- Enrollment applications will be on-line only.
- The MACS board made clerical updates to the Enrollment Policy. Lisa White then made a motion to approve the policy. The motion was seconded and then voted on: 5 yes 0 no.

### **6.2 Website**

- Kristina Smitten noted that the website for MACS is up and operating. The Enrollment Policy and a page for submitting applications will be posted by Sunday 14<sup>th</sup> August. The open enrollment notice will be put in two local papers and also on social media.
- Jon Dettmann announced that he is working with a Minneapolis-based design firm Ultra Creative and former Marine School Association president Sharon Gorney to create a logo and brand for MACS. Ultra will work on a pro-bono basis. Jon Dettmann said that it is important to have a professional-looking image.

### **6.3 Community Volunteers**

- Kristina Smitten noted that many local community members have been volunteering for MACS in various roles, and the Board is very appreciative. Many have reached out to ask how they can help.
- Roles include administrative and financial management. Kristina Smitten asked that the MACS board review the resume of Kathy Ferrin and take official action in approving her as volunteer, assisting the MACS treasurer in financial matters. Lisa White so moved. Kristina Smitten seconded. 5 yes 0 no.
- Jon Dettmann added that the Board has the ability to create committees, and one should be a volunteer committee.

#### **6.4 District 834 Partnership**

- In the spring of 2016 MACS received communication from Voice 834 stating that any conversations between ISD834 and the MACS board could be in violation of the stay. Therefore, MACS reached out to the Voice834 organization, and received a letter from their attorney dated July 25. The letter stated that any discussions regarding negotiations of price for the school building would be in violation of the stay. Matters unrelated to the sale or lease of the building is the district's decision and is not in violation of the stay.
  - Jon Dettmann asked whether ISD834 had also received a copy of the letter and would like to get a record of receipt of the letter; Kristina Smitten will check.
- Kristina Smitten suggested that the MACS Board resume discussions with ISD834 to talk about areas for partnership, which is important for the success of both the kids and communities in the District 834. She added she hopes that ISD Board members will engage.
  - Areas for collaboration may include professional development, curriculum, and contracts.
  - Members discussed potentially creating "rules of engagement" to ensure that the scope of any discussions is clear.
- Kristina Smitten restated that the MACS board will not discuss purchase considerations of the current elementary building with ISD834. She also said that charters can't own property until they have been running for 6 years.

#### **7.0 Old Business**

- None

#### **8.0 Other**

##### **8.1 Set date for next Board of Directors meeting (September 2016)**

- The MACS Board determined that they will meet on the 3<sup>rd</sup> Saturday of each month, with the option to change. Therefore, the next meeting will be on September 17, 9:30, at the Marine Town Hall.

#### **9.0 Adjournment**

- The meeting was adjourned at 10:15am.