

Board Meeting 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 9:30 a.m.

1.1 **Roll Call:** Lisa White, Kristina Smitten, Glen Mills, Jon Dettmann

2.0 Approve Agenda

2.1 Agenda approved unanimously with no changes.

3.0 Approve Previous Regular Meeting Minutes

3.1 Minutes from October 15 board meeting and workshop approved unanimously.

4.0 Community Comment

4.1 Win Miller congratulated the board.

5.0 Reports

5.1 **Facilities Report:** Director Mills reported that there will be a public meeting December 17, 9:00am, regarding discussion of facilities, land use, zoning, current moratorium, and current Marine Elementary building. The Marine City Council building use subcommittee has met many times and will report to the public. Members include Scott Spisak, Lon Pardun, Bill Miller, Gerry Mroska, Robin Brooksbank.

Proposed sites for the school continue to be current Marine Elementary building, Concordia Language (Wilder) buildings, and Christ Lutheran Church.

Chair Smitten reported that last month, Rivera Architects was approved to do a site visit for the Wilder facilities to see if the site would meet programming requirements for the school as well as code compliance. Their report is included in the current board member packets. Overall the buildings adequately meet needs of the school. There are some accessibility issues that need to be addressed. Also concerns about mechanical and electrical systems. Therefore, Chair Smitten, Board Advisory Facilities Committee chair Mark Krusinski, and advisor Tim Stone met with Wilder facilities personnel to look at mechanical systems including HVAC, which is about 15 years old and has had regular maintenance. The system has air exchangers, which Rivera said was required. The electrical service is adequate as well. The facilities also have a backup generator in case of power outages.

Next step is another meeting with Manitou Fund, who will be owner of property, on Thursday Dec. 1, time TBD. Will address any code compliance issues. Chair Smitten said that any upgrades needed for accessibility code compliance will be requested to be paid for by the buildings' owner as a base building improvement. Moving walls would possibly be paid for by the school as that would relate to programming. Costs can likely be built into the lease payments. Chair Smitten has indicated that the school would be

interested in a 2-year lease, beginning July 1, 2017, with options in case the school would move back to the current school building.

The MACS board will set up workshops that will be open to the public at the Wilder facilities, in order to get input from the public on the facilities and programming relationship.

- 5.2 **Federal CSP Update:** Director White reported that MACS heard from the MDE about reasons for grant deadline delay (new director, etc.). The next grant deadline will be set soon, with federal DOE funding expected to be extended through February of 2018. (In other words, MN Dept of Ed applies to federal DOE for money. MDE then funnels grant money to local charters.)

- 5.3 **Financial Report:** Director Dettmann reported that although MACS does not need to proactively raise money, continued donations from the community are very important and appreciated.

Authorizer fees were paid (\$1500 quarterly). Expenses incurred by Chair Smitten were reimbursed. Additional donations of \$700 were received. \$375 contribution from St. Croix Chocolate Co. Balance is about \$16,500.

- 5.4 **Governance Update and Federal IRS Filing:** Director White reported that tax exemption status is still underway. Additional paperwork to be signed by board was passed around.

- 5.5 **Board Training:** Chair Smitten reported that the board, with the exception of Director Dettmann, attended a training on human resources. Charter boards are required to attend 3 trainings within the first year: financial management, HR and hiring, and governance. Chair Smitten requested a schedule of governance trainings (the third and final session required). Director Dettmann will also take the HR training separately.

6.0 New Business

- 6.1 **Hiring of Special Education and Financial Management and Account Services, Posting of Executive Director position:** Requests for Proposals (RFPs) were sent out for special ed management services. The hiring will be delayed because of the delay in the CSP grant program. The special ed management and financial management proposals are due on 11/23. These contracts are expected to last 2-3 years during the initial start-up and operation phases of the school. District 834 was offered the opportunity to submit a proposal for special ed services.

- 6.2 **Marketing Plan:** Chair Smitten talked about the need to further develop a more complete marketing plan. An outline was created in the spring for the initial charter application. Expect to have this for approval at the next board meeting.

RFPs should also be solicited for website design/development/maintenance, which would be part of the updated marketing push starting in January.

7.0 Old Business

- 7.1 **Enrollment Update:** 172 applicants as of this date. Class size parameters not set yet. Applicant numbers per class currently range from 21 to 39. Applicants does not equal enrollment. At least at this time, because there are many unknowns, MACS will not be asking applicants' intentions regarding enrolling in charter vs. a district 834 school (assuming the district 834 schools stay open).

Director Dettmann commented that parental choices about the charter are completely separate from District 834 decisions.

- 7.2 **District 834 Partnership:** A joint board learning session will be set up for January 19, 2017 in Stillwater at 834 Central Services. Initial preparation meeting with Superintendent Denise Pontrelli will be on December 12 in order to provide a framework for discussion. Director White will attend the December 12 meeting, with the whole board

attending the January 19 meeting.

Included in board members' packets is a printout of an MDE presentation regarding transportation that will likely be provided by District 834. 834 would need list of students by June 2017. MACS has not yet formally decided on transportation providers. There will be a transportation training opportunity in February.

- 7.3 **St. Croix Chocolate Carmelpalooza Event, Ongoing Fundraiser:** Sale of chocolate PBJ owls benefit MACS. So far they have sold 38; currently have orders for 10 more; and currently have ability to make more for the holidays (limited availability).
- 7.4 **Also included in board packet:** Pioneering newsletter, published by Education Reimagined.
- 7.5 **Charter tour:** MACS initially chose two schools on which to model the charter application: Watershed (Fairbanks) and Marine Elementary. As part of the CSP grant process, MACS has been asked to list different models. Directors White, Dochniak, and Chair Smitten will tour New Country (Henderson, MN), Nerstrand Elementary (communities of Faribault, Northfield, and Kenyon), Prairie Creek Community (located in Castle Rock). All are successful charter schools. Date TBD. These schools were studied but not listed on CSP grant application; they will now be studied more in depth and listed as well.

Community member Paul Creager mentioned Avalon and Community of Peace schools in the Cities as possible models. Chair Smitten noted that MACS has been looking closely at Avalon's teacher-center, consensus decision-making model.

8.0 Other

- 8.1 **Next board of directors meeting:** Saturday December 10, 2016, at 9:30AM at the Marine Town Hall.
- 8.2 **9:00 workshop:** For preparation for the meeting with District 834.

9.0 Adjournment: 10:24 am.