



**TESFA INTERNATIONAL SCHOOL
 BOARD PACKET**

6:06 p.m. January 9 2017

Meeting Location: 1745 University Ave West, Saint Paul, MN 55104

Board Members/Director Present or Absent:

| Name | Present/Absent |
|--|-----------------------------|
| Tanya Heifort (Board Chair) | Present |
| Julian Stanke (Secretary) | Present (Arrived at 6:20pm) |
| Emily Schmidt (Community Member) | Present |
| Mike McFadden (Community Member) | Present |
| Midi Hansen (Community Member) | Absent |
| Christina Muldowney (Community Member) | Absent |
| Amanda Jagdeo (Teacher) | Present |
| Dillon Donnelly (Board Treasurer) | Present |
| Lauren Ryan (ex-officio) | Present |
| Nicole Nelson-Starks (ex-officio) | Present |

Guests and Community Members Present

| Name | Position/Role |
|------|---------------|
| | |
| | |

Location of Meeting: Tesfa International School

Call to order: The Board Chair, Tanya Heifort, called to order the meeting at
 6:06 PM on January 9, 2017

AGENDA

| | | | | | | |
|-------------------|--|--------------|---------------|------------------|--|--|
| Subject | Move to approve agenda | | | | | |
| Motion | Move to approve the agenda as amended. | | | | | |
| Made by | Dillon Donnelly | Seconded | Amanda Jagdeo | | | |
| Discussion | | | | | | |
| Vote | | Yea 5 | Nay 0 | Abstain 0 | | |
| Decision | Motion passed unanimously. | | | | | |

MINUTES

| | | | | | | |
|----------------|---------------------------------|----------|-----------------|--|--|--|
| Subject | Move to approve minutes. | | | | | |
| Motion | Move to approve the minutes. | | | | | |
| Made by | Amanda Jagdeo | Seconded | Dillon Donnelly | | | |

| | | | | | | | |
|------------|----------------------------|-----|---|-----|---|---------|---|
| Discussion | | | | | | | |
| Vote | | Yea | 4 | Nay | 0 | Abstain | 1 |
| Decision | Motion passed unanimously. | | | | | | |

Julian Stanke

FINANCIAL REPORT

| | | | | | | | |
|----------------|---|----------|---|---------------|---|---------|---|
| Subject | Financial Report | | | | | | |
| Motion | Move to accept the financial report as presented. | | | | | | |
| Made by | Mike McFadden | Seconded | | Emily Schmidt | | | |
| Discussion | | | | | | | |
| Vote | | Yea | 6 | Nay | 0 | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | |

BUDGET

| | | | | | | | |
|------------|---|----------|---|-----------------|---|---------|---|
| Motion | Approve the update budget as presented. | | | | | | |
| Made by | Mike McFadden | Seconded | | Dillon Donnelly | | | |
| Discussion | | | | | | | |
| Vote | | Yea | 5 | Nay | 0 | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | |

PERSONNEL RECOMMENDATIONS

| | | | | | | | |
|------------|---|----------|---|---------------|---|---------|---|
| Motion | Motion to approve the personnel recommendations as presented. | | | | | | |
| Made by | Dillon Donnelly | Seconded | | Emily Schmidt | | | |
| Discussion | | | | | | | |
| Vote | | Yea | 5 | Nay | 0 | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | |

Lauren stepped out at 6:29, and returned at 6:31.

DIRECTOR UPDATE

| | | | | | | | |
|----------------|--|--|--|--|--|--|--|
| Subject | Director Update – Lauren Ryan and Nicole Nelson-Starks | | | | | | |
| Discussion | Enrollment and Marketing Update | | | | | | |
| | NWEA Assessments-Second Cycle | | | | | | |
| | PYP Update – PYP Planner Day, Vertical Collaboration, and Curriculum Development | | | | | | |
| | First Grade Position Update | | | | | | |

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|-----------------|
| Upcoming Events |
|-----------------|

DONATIONS

| | | | | | | | |
|------------|--|----------|-----------------|-----|---|---------|---|
| Motion | Motion to accept the donations received. | | | | | | |
| Made by | Emily Schmidt | Seconded | Dillon Donnelly | | | | |
| Discussion | | | | | | | |
| Vote | | Yea | 6 | Nay | 0 | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | |

NEW BUSINESS

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|------------|--|
| Subject | New Business |
| Discussion | <p>Conflict of Interest</p> <p>Building Lease</p> <p>Board Observation and Feedback</p> <p>Update on Implementation of the Wellness Policy</p> <p>Check Signers</p> <p>Identified Official with Authority (IOWA)</p> |

| | | | | | | | |
|------------|---|----------|---------------|-----|---|---------|---|
| Motion | Motion to approve Amanda Jagdeo and Nicole Nelson Sparks to become check signers. | | | | | | |
| Made by | Mike McFadden | Seconded | Julian Stanke | | | | |
| Discussion | | | | | | | |
| Vote | | Yea | 5 | Nay | 0 | Abstain | 1 |
| Decision | Motion passed unanimously. | | | | | | |

| | | | | | | | |
|------------|---|----------|---------------|-----|---|---------|---|
| Motion | Motion to identify Nicole Nelson-Starks as the Identified Official with Authority (IOWA). | | | | | | |
| Made by | Emily Schmidt | Seconded | Mike McFadden | | | | |
| Discussion | | | | | | | |
| Vote | | Yea | 6 | Nay | 0 | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | |

AUTHORIZER INPUT

| | |
|------------|------|
| Subject | None |
| Discussion | |

PUBLIC COMMENTS

| | |
|------------|--|
| Subject | |
| Discussion | |

ADJOURNMENT

| | | | | | | | |
|------------|--------------------------------|----------|---------------|-----|---|---------|---|
| Motion | Motion to adjourn the meeting. | | | | | | |
| Made by | Emily Schmidt | Seconded | Mike McFadden | | | | |
| Discussion | | | | | | | |
| Vote | | Yea | 6 | Nay | 0 | Abstain | 0 |
| Decision | Motion passed unanimously. | | | | | | |