

# BOARD MEETING MINUTES

May 5, 2015: 6:00 PM

Location of Meeting: Tesfa International School

Call to order: The Board Chair, Tanya Heifort, called to order the meeting at  
6:01 PM on May 5, 2015.

Board Members/Director Present or Absent:

Name	Present/Absent
Tanya Heifort (Board Chair)	Present
Helen Fisk (Board Treasurer)	Present
Julian Stanke (Board Secretary)	Present
Becky Magnuson (Director and ExOfficio)	Present
Emily Schmidt (Community Member, Licensed Teacher)	Present
Emily Snodgrass (Community Member)	Present (6:09pm)
Midi Hansen (Community Member, Licensed Teacher)	Absent
Dillon Donnelly (Community Member)	Present
Lauren Ryan (Assistant Director and ExOfficio)	Present
Christina Ticer (Board Member)	Present
Mike McFadden (Board Member)	Present via phone at 6:00pm- Arrived at 6:14pm

Guests and Community Members Present:

Name	Position/Role
Shane Weinand (Not present)	VOA Authorizer Representative
Vivian	Community Member of St. Paul

## Tesfa International School

**Mission:** Tesfa International School is committed to providing an equitable and empowering education for all. Our scholars will engage in a transdisciplinary curriculum supported by conceptual and inquiry based learning. Side-by-side with dedicated educators, scholars will develop the knowledge, skills, and characteristics necessary for active citizenship throughout the world.

**Vision:** Our students will be prepared for a successful transition to the most rigorous and challenging middle school programs. Through their experience at Tesfa, students will be held to the highest of standards both academically and socially, to prepare the students for college and careers, as well as with the leadership skills required of active and productive citizens in the 21st century. Through access and equity, students will follow a pathway to success for them and their communities.

## AGENDA and MINUTES

<b>Subject</b>	<b>Approval of Agenda</b>						
Motion	Motion to approve the agenda for May 5, 2015, as presented in the board packet.						
Made by	Helen Fisk	Seconded	Emily Schmidt				
Discussion							
Vote		Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

<b>Subject</b>	<b>Approval of 4.7.15 Minutes</b>						
Motion	Motion to approve the minutes from April 7, 2015 as presented in the board packet.						
Made by	Christina Ticer	Seconded	Dillon Donnelly				
Discussion							
Vote		Yea	5	Nay	0	Abstain	1
Decision							

## FINANCIAL REPORT

<b>Subject</b>	<b>April 2015 Monthly Financial Report</b>						
Motion	Motion to accept the financial report as presented						
Made by	Emily Schmidt	Seconded	Christina Ticer				
Discussion							
Vote		Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

<b>Subject</b>	<b>Personnel Recommendations</b>						
Motion	Motion to approve the hiring of Natalie Barnard at \$39,500, Katherine Dudley at \$43,000, and Lisa Linnell at \$35,000, all plus benefits effective August 3, 2015 through June 30, 2016 as presented in the personnel recommendations.						
Made by	Helen Fisk	Seconded	Emily Schmidt				
Discussion							
Vote		Yea	6	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

Emily Snodgrass arrived at 6:09pm.

Mike McFadden arrived via phone at 6:14pm.

<b>Subject</b>	<b>Contracted Services</b>						
Motion	Motion to approve the contract services of Independent Special Education Services for one year at \$15,000 for special education director services and professional development.						
Made by	Helen Fisk	Seconded	Emily Snodgrass				
Discussion							
Vote		Yea	8	Nay	0	Abstain	0
Decision	Motion approved unanimously.						

<b>Subject</b>	<b>Contracted Services</b>						
Motion	Motion to approve Vanguard Cleaning Systems Contracted Services for a two-year contract. Year one at the cost of \$13,950.00, and year two at 19,180.00, and the extension of Becky's research for catering options beyond presented caterers at the April 7, 2015 meeting.						
Made by	Helen Fisk	Seconded	Mike McFadden				
Discussion							
Vote		Yea	8	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

### NEW BUSINESS

<b>Subject</b>	<b>Family Handbook</b>						
Motion	Motion to approve the Tesfa International School Family Handbook as presented, with the discretion of updates as needed by Becky Magnuson and Lauren Ryan.						
Made by	Mike McFadden	Seconded	Helen Fisk				
Discussion							
Vote		Yea	8	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

<b>Subject</b>	Board Picture					
Discussion						

### DIRECTOR UPDATE

<b>Subject</b>	<b>Director Update – Becky Magnuson and Lauren Ryan</b>					
Discussion	I. <u>Enrollment</u> II. <u>Funding</u> III. <u>Teacher Interviews</u> IV. <u>Marketing and Outreach</u> V. <u>Fire Marshall Update</u> VI. <u>E-Rates application submission</u> VII. <u>Playground</u> VIII. <u>Tesfa International School Fundraiser</u> IX. <u>Upcoming dates to note</u>					

<b>Subject</b>	<b>Hiring Authorization – Recruiters</b>						
Motion	Motion to authorize the hiring of community recruiters as needed. Becky Magnuson and Lauren Ryan have the authority to spend as necessary to forward recruitment.						
Made by	Helen Fisk	Seconded	Julian Stanke				
Discussion							
Vote		Yea	8	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

### AUTHORIZER INPUT

<b>Subject</b>	<b>No authorizer representative present.</b>					
Discussion	No discussion.					

### POLICY UPDATES

<b>Subject</b>	<b>Policies 532, 612,614, 616, and 691</b>						
<b>Motion</b>	Motion to approve policies 532, 612, 614, 616, and 691 as presented in the board packet.						
<b>Made by</b>	Emily Schmidt	Seconded		Julian Stanke			
<b>Discussion</b>							
<b>Vote</b>		<b>Yea</b>	8	<b>Nay</b>	0	<b>Abstain</b>	0
<b>Decision</b>	Motion passed unanimously.						

### PUBLIC COMMENTS

<b>Subject</b>	Reciprocity					
<b>Discussion</b>	Questions asked what the role of reciprocity was in the enrollment process, and then vision for parent involvement and collaboration.					

### ADJOURNMENT

<b>Motion</b>	<b>Motion to adjourn the board meeting at 7:07 pm.</b>						
<b>Made by</b>	Emily Snodgrass	Seconded		Helen Fisk			
<b>Discussion</b>							
<b>Vote</b>		<b>Yea</b>	8	<b>Nay</b>	0	<b>Abstain</b>	0
<b>Decision</b>	Motion passed unanimously.						