

APPROVED



Hiawatha Academies

Minutes

September Board Meeting

Date and Time

Wednesday September 26, 2018 at 4:00 PM

Location

HCHS, 3500 E 28th St, Minneapolis, MN 55406, USA

Trustees Present

A. Behrendt, A. Munoz, J. Brandenburg, J. Schwartz, L. Yang, M. Dimas Cultu, R. Lazo, S. Sowma

Trustees Absent

None

Ex-Officio Members Present

C. Owens

Non Voting Members Present

C. Owens

Guests Present

A. Dyslin, A. Hanson, A. Hodge, Charlie Wilson, Conor Leonard, D. Gunderson-Taylor, L. Stegger, R. Kellogg, S. Boedecker-Johnston

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Dimas Cultu called a meeting of the board of trustees of Hiawatha Academies to order on Wednesday Sep 26, 2018 @ 4:11 PM at HCHS, 3500 E 28th St, Minneapolis, MN 55406, USA.

C. Approve Previous Meeting Minutes

A. Behrendt made a motion to approve minutes from the August Board Meeting on 08-15-18.

A. Munoz seconded the motion.

The board **VOTED** unanimously to approve the motion.

Change to minutes: Roberto Lazo as member, not guest

D. Approve Agenda

J. Schwartz made a motion to approve the agenda.

A. Munoz seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Board Business

A. Vote on New Board Members

A. Behrendt made a motion to add Jason to the board of directors.

A. Munoz seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Monthly Financial Report and Bill Run

- August is month for high expenses with school start up, especially given the move this summer
- July and Aug represent 17% of fiscal year, but have not yet received 17% of revenue. Expenses coming in at 13%.

A. Munoz made a motion to to approve monthly financial and bill run.

L. Yang seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Update on Hiawatha Academies Line of Credit

- Bank offered to increase temporary line of credit from 1.2 million to 1.7 million until end of December while promised state revenue comes in during the fall
- Terms are identical

J. Schwartz made a motion to Increase line of credit from 1.2 to 1.7 million.

A. Behrendt seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Designation of Identified Official with Authority (IOwA)

J. Schwartz made a motion to authorize Colette Owens to act as the Identified Official with Authority (IOwA) and Rosie Kellogg to act as the IOwA to add and remove names only for Hiawatha Academies 4170-07.

A. Munoz seconded the motion.

The board **VOTED** unanimously to approve the motion.

Designation of Identified Official with Authority for the MDE External User Access Recertification System

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Director recommends the Board authorize Colette Owens to act as the Identified Official with Authority (IOwA) and Rosie Kellogg to act as the IOwA to add and remove names only for Hiawatha Academies 4170-07.

E. Board Calendar and Committees

SY1819 Board Committees approximately 1 hr per month, committee meetings can happen by phone, present to the full board 2 to 3 times per year

- Finance:
 - Staff liaisons: Libby, Rosie
- Strategy and Governance:
 - Staff liaison: Colette
- Enrollment:
 - Staff liaison: Libby
- Academics:
 - Staff liaison: Rochelle
- Parental Involvement:
 - Staff liaison Ambar
- Human Capital
 - Staff liaison: Dawn

Next steps: All members email Margarita by Friday with committee preference, Jon and Margarita discuss how facilities fits into committees

III. Network Updates - September 2018

A. Executive Director Update

- Colette shared an update on her focus over the past 60 days
 - Meetings with families and external partners
 - Joining program team on instructional walks at all schools
 - Strategizing and scoping out "Big Work" that will continue in 2018-19 and into 2019-20.

B. Academic Update

- Students in K-8 just finished taking the NWEA MAP Assessment
 - Network K-8 overall 34th percentile in math, 35th percentile in reading
- Current focus on using data to guide instructional coaching priorities and provide improvement support at schools facing the most significant challenges
- This year set a goal that 100% of homeroom classrooms meet 10 foundational elements by the end of first 6 weeks
 - Network overall: 74% as of this week
- Roberto Lazo shared thoughts on alignment of specials classes

Operations and Finance

- Will launch COO hiring by 10/15
- Thanks to board members and staff members for providing coverage support

C. Enrollment Updates for SY1819

- Exceeded budgeted enrollment as a network: 1555 students enrolled
 - Morris Park under-enrolled at 95% (~16 students), plans in place to compensate
- SY1819 priorities: improve lead generation and yield, align budget models to feasible enrollment outcomes
- Stephanie Sowma asked a question about recruiting of Somali families and failure to convert applications to enrollment, as well as resources to support Somali families once they arrive

D. Development Update

- Expansion campaign: FY18 goal was 1.55 million, actual 1.96 million. FY19 goal: 1.65 million
- Board giving update: 100% participation goal, TBD amount
- Board members can help build relationships, awareness and connections, make thank you calls and write letters, co-host an event

E. Facilities Update

- HCP-K facility updates: electrical and HVAC, gym repair, fiber internet
- HLA-MP: nurses office
- HLA-N: Joyce pre-school partnership updates, radiators
- HCP-N: new communal room and programmatic shifts for new middle school
- HCHS: finishing up punch list items, field and driveway

F. Parent Organization Update for SY1819

Motion to remove parent update by Linda Yang
Second by Alicia Munoz
Approved unanimously

IV. Closing Items

A. Adjourn Meeting

A. Munoz made a motion to adjourn the meeting.
L. Yang seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:26 PM.

Respectfully Submitted,
S. Boedecker-Johnston

V. Human Capital Update

A. Closed Session: ED Performance

Vote delayed until further modeling of goal ranges can occur and be shared with Colette for input

Linda Yang motioned to close the close session, Stephanie Sowma seconded, motion passed unanimously.