

Cologne Academy
Board Meeting Minutes
Thursday, November 29, 2012
Cologne Academy Conference Room

Board Members Present

Matt Lein, Chair
Julie Olson, Vice Chair
Jeff Katherman, Treasurer
Bryan Deutsch, Board Member
Lisa Schlough, Board Member

Board Members Absent

Melissa Mase, Secretary
Aleta Mechtel, Board Member

Guests Present

Peter Schreifels, FOE
Dennis Hoogeveen, CPA

Staff Present

Jamie Degen

Ex-Officio Members Present

Traci LaFerriere, CFO
Lynn Gluck, Executive Director

Ex-Officio Members Absent

I. CALL TO ORDER

Pursuant to due call and posted notice thereof, the regular meeting of the Cologne Academy school board was called to order at 7:02 p.m. by Matt Lein in the Cologne Academy Conference Room.

A. APPROVAL OF AGENDA

A motion was made by BD and seconded by MO to approve the agenda as presented.

With all members voting in favor, the motion carried. Vote: 5 Ayes, 0 Nays.

B. APPROVAL OF MEETING MINUTES

A motion was made by MO and seconded by LS to approve the minutes from October 25, 2012.

With all members voting in favor, the motion carried. Vote: 5 Ayes, 0 Nays.

C. PUBLIC / OPEN FORUM

1. Peter Schreifels from Friends of Education was in attendance
2. Dennis Hoogeveen from Clifford LarsonAllen was in attendance, briefly, to review audit

II. DEVELOPMENT

A. PLANNING AND OPERATIONS CALENDAR-Lisa Schlough

B. PAVE UPDATE – Lisa Schlough

1. Fundraiser updates: Book fair earned in excess of \$2,000, Read-a-thon earned in excess of \$3,000, Give to the Max earned in excess of \$4,000

C. MSBA CHARTER SCHOOL TRAINING/SHCA Training – Aleta is scheduled for January 16th training

1. Finance meeting in Bloomington on Dec 6th will be attended by JO, LS, ML, BD

D. BOARD RECOGNITION

1. Give to the Max: Taina Kingston, Kelly Farrell, Lynn Gluck Peterson
2. Book Fair: Carrie Lein, Elly Sprik
3. Food Drive: Madeline Beuning and Lauren Williams, Lisa Beuning
4. Veteran's Day Entertainment Drive: Ms. Vasek and Mrs. Brandenburg
5. Playground Demolition Crew – Matt Lein, Alan Lein, Scott Pelletier, Steve Moeller, Dustin Degen, Bryan Deutsch, Tom Hoese, Pete Mitchell
6. Finances and Audit preparation and results - Lynn Gluck Peterson and Traci LaFerriere

III. AUDIT AND FINANCIAL REPORT REVIEW - DENNIS HOOGEVEEN, CPA

A. Clean audit for fiscal year ending June 30, 2012

B. Fund balance started 17.18% at the beginning of the year and ended the year at 24.16%. This is ahead of goals set forth by the board.

C. Budget original verses final in audit was a positive variance of .05%

D. No need of legal compliance requirement changes was found in the audit.

IV. POLICY AND GOVERNANCE

A. POLICY FIRST READ

1. Policies: 533, 401, 407, 414

B. POLICY FINAL READ

1. 413, 514, 522, 607, 610, Section 504

A motion was made by JK and seconded by LS to approve policies, 413, 514, 522, 607, 610 and Section 504 as presented.

With all members voting in favor, the motion carried. Vote: 5 Ayes, 0 Nays.

C. DIRECTOR'S REPORT – presented by Lynn Gluck

Executive Director's report –WADMS: 393.851

V. FINANCES

A. TREASURER'S REPORT – Katherman

1. Finance Committee met and reviewed financial statements 11/29 at 6PM
2. At the present time, the projected cash balance for the end of fiscal year continues to increase to \$137,544.
3. Discussion to explore options for potential "pre-approved" status with F&M in the event a new LOC needs to be established.

VI. FACILITY - Lein

A. HHH BUILDING UPDATE

1. Meeting on Friday 11/30 at 1pm with Hans Hagen to review ideas for expansion.
2. Discussion on purchase of CA building to be addressed in the meeting.
3. Review of needs for building expansion projects.

VII. ACADEMIC GROWTH

A. LORI'S REPORT

1. Lynn Gluck Peterson discussed Reading Step Testing and the math interim pretest will begin December 10th.

VIII. PERSONNEL AND GOVERNANCE - Olson

A. BAKKEN MEDICAL LEAVE OF ABSENCE

1. Planned medical leaves require Board approval
2. Personnel committee present the role of the committee to the teachers

IX. CLOSING ITEMS

A. ANNOUNCEMENTS – Review of the letter sent by the City of Cologne's Attorney of Matt Lein's city council seat being vacated and potential of a conflict of interest between the Mayoral role and responsibilities of Cologne Academy Board Chair duties. It was determined that there is no conflict of interest and the findings were shared with the City of Cologne.

B. NEW ITEMS – Upcoming events

C. ADJOURNMENT

A motion was made by BD to adjourn the meeting at 8:23 p.m.

Respectfully submitted by Bryan Deutsch, Board Member