

Board of Directors Meeting
Bdote Learning Center
3216 E 29th St. Minneapolis, MN 55406
January 29, 2024 • 4:30-5:30 p.m.

Zoom link is at the TOP of the BOARD/[Board Meeting Schedule webpage \(click here\)](#)

MINUTES



1. Opening Items

- a. Meeting called to order at 4:41PM
- b. Record Attendance and Guests
 - i. Present: Tedi Grey Owl, Angela Two Stars, Vikky Morris, Fawn Youngbear-Tibbetts, Jewell Arcoren, Shiela Zephier
 - ii. Guest(s): Korissa Howes, Veronica Peterson-Briggs
- c. Statement of Conflict of Interest.
 - i. None stated.
- d. Agenda (review and approval)
 - i. *Angela Two Stars motion to accept the January 29th, 2024 Agenda.*
 - ii. *Jewell Arcoren seconds the motion. 5 Yay, 0 Nay. Motion carries.*

2. Public Comment

- a. Each speaker must sign up to speak in the chat, speakers will be given two minutes to speak.

3. Finance

- a. December 2023 Financials and Check Register Nichole Schmidt, CLA.
 - i.  BLC December 23 Management Report.pdf  BLC December 23 Financial Statements.pdf
 - ii. _____ motion to accept the December 2023 Management Report.
_____ seconds the motion. ___ Yay, ___ Nay. Motion _____. - TABLED
 - iii. _____ motion to accept the December 2023 Financial Statements.
_____ seconds the motion. ___ Yay, ___ Nay. Motion _____. - TABLED
 - iv. Finance Committee January 26, 2024 report and updates - TABLED



4. Board Meeting Minutes

- a. Approve December 18, 2023 Board Meeting Minutes
 - i. [Link to December 18, 2023 minutes](#)
 - ii. _____ motion to accept the December 18, 2023 Board Meeting Minutes.
_____ seconds the motion. ___ Yay, ___ Nay. Motion _____. - TABLED
 - iii. Shiela Zephier enters at 4:48PM

5. Leadership Reports: January

- a. [Operations Report](#) by Korissa Howes
- b. [Administrative Report](#) by Veronica Peterson-Briggs
 - i. Angela likes the transportation policy language. Good job.
 - ii. Transportation - have 1 in Eagan, 2 in Brooklyn Park, some in New Hope & Plymouth

6. Old Business

- a. Board work per School Improvement Plan FY24
Please review the assignments and select the work you would like to take on. The goal is to have board members pair up and take on the task.
 - i. Review School Policies and Update (docs:  SKM_C55820020717330.pdf
 BLC Policy Adoption & Amendment Timeline.docx
Set up an annual review schedule
 - ii. By Law changes - Shiela & Tedi
 1. Change Board composition from" 9 to 12" to "7 to 12" (that is a minimum of 7 members)

2. Review By Laws and note if other changes need to be made.
- iii. Board Training Date (in person)- Set up date with Board members - Tedi
- iv. Background checks process for new board nominees (Board Secretary) - Angela
- v. Strategic Planning: set up committee committee comprised of Board and staff - Shiela
- vi. Establish evaluation process, toll, and timeframe to assess the lead administrators
Create professional development plan to provide path for administrator to attain their Minnesota Administrative License - Jewell & Angela
 1. This may include drafting a leadership structure plan for the school.
- vii. Attend weekly administration meetings with CLA - Fawn & Tedi
- viii. Please volunteer to help with one of the previous tasks.
 1. Add dates and times for meetings with links.
 2. Vikky is on on Relicensure Committee and Wellness Committee
 3. Angela and Jewell taking on Evaluation Process
 4. Angela is already responsible for number 4 - background checks
 5. Shiela will help with policies and strategic planning
 6. Tedi is setting date for in person board training
- b. School Committees and primaries
 - i. Executive Committee: Chair, Vice Chair, Secretary, Treasurer
Schedule first meeting, set up 2024 calendar, establish responsibilities
 - ii. Finance Committee: Chair, Treasurer, Administrators, CLA (accounting firm)
Meets Fridays @ 11:30 AM via Microsoft Teams (online meetings)
 - iii. List other school committees and personnel
 1. Wellness Committee - Jewell is interested, Vikky; calendar has been created
 2. Relicensure Committee - Angela, Vikky; calendar has been created
 3. District Advisory Committee to review data - Vikky

7. New Business

- a. AIPAC Meeting last Friday & working on their Bylaws - Want more parents on the committee - family night to introduce goals and progress for this year.
- b. Approve [Wellness Policy](#) & [Triennial Assessment](#)
 - i. *Shiela Zephier makes a motion to approve the Bdote Learning Center Wellness Policy. Victoria Morris seconds the motion. 6 Yay 0 Nay. Motion Carries.*

8. Next Regular Board Meeting: scheduled February 26, 2024 @ 4:30 PM via Zoom.

- a. 2024 Board of Directors Calendar
 - January 29, 2024
 - February 26, 2024
 - March 25, 2024
 - April 22, 2024
 - May 28, 2024 (May 27, 2024 is a holiday)
 - June 24, 2024
 - July 22, 2024 **Welcome Back event (plan & set up with teachers)**
 - August 26, 2024 **Board election process begins; advertise for nominations**
 - September 23, 2024
 - October 28, 2024 **New Board Members Seated**
 - November 25, 2024 **Board Training**
 - December 16, 2024 (the following two Mondays are holidays)
- b. *Jewell Arcoren motion to accept the 2024 Board of Directors Calendar. Angela Two Stars seconds the motion. 6 Yay,0 Nay. Motion carries.*

9. Adjourn

- a. *Angela Two Stars makes a motion to adjourn at 5:33PM. Shiela Zephier seconds.*