

Board of Directors Special Meeting Minutes

Bdote Learning Center

3216 E 29th St. Minneapolis, MN 55406

5/18/2022

4:30-6:00 p.m.

ZOOM meeting [link](#) (At bottom of Board members page on Bdote website)

1. Opening Items

a. Call Meeting to Order

- i. Meeting Called to Order at: 4:53PM

b. Record Attendance and Guests

- i. Board Present: Korissa Howes, Jewell Arcoren, Mat Pendleton, Tedi Grey Owl, Arthur Lockwood
- ii. Guests Present: Beth Brown, Kris Winkleman, Veronica Peterson-Briggs, Jordan Iwan

c. Statement of Conflict of Interest

- i. No conflicts of interest stated.

2. School Plans

a. Edit, Discuss (IOWA), and Approve Former Minutes

- i. Approve April 11, 2022 Minutes, April 25, 2022 Minutes, Amend May 4, 2022 Minutes to change Tedi from IOWA and add EDIAM. Approve May 11, 2022 Minutes.
- ii. Jewell Arcoren **makes a motion** to approve April 11, 2022 Board Minutes. Mat Pendleton seconded the motion. Vote: All voted yes, motion carries.
- iii. Tedi Grey Owl **made a motion** to amend April 25, 2022 (May 4, 2022) minutes to remove Tedi Grey Owl as the IOWA and the EDIAM and to add Korissa Howes as the IOWA and EDIAM. Jewell Arcoren seconds that motion. Vote: All voted yes, motion carries.
- iv. Tedi Grey Owl **makes a motion** to approve the April 25, 2022 (May 4, 2022) minutes. Mat Pendleton seconds the motion. Vote: All vote yes, motion carries.
- v. May 11, 2022 Minutes will wait for approval until Angela's portion of the notes are added.

b. SAM/UEI Approval

- i. The Unique Entity Identifier, or the UEI, is **the official name of the "new, non-proprietary identifier" that will replace the D-U-N-S® number**, according to the General Services Administration (GSA). The UEI will be requested in, and assigned by, the System for Award Management (SAM.gov).

- ii. Krissy suggested we appoint someone else and take off Karen Terhaar's name so we have no issues processing any of our state and federal funding. They may not accept application or funding requests because of this.
- iii. Korissa Howes **makes a motion** to appoint Arthur Lockwood the SAM/UEI authorized representative and remove Karen Terhaar as the representative. Mat Pendleton seconds the motion. Vote: All vote yes, motion carries.

c. Employee Contracts/Positions: Discuss and Approve

- i. Krissy is helping Korissa with contracts. She would like formal Board Approval to help and see contracts.
- ii. Korissa Howes **makes a motion** to give Krissy Quinn permission to look at Bdote Learning Center's contracts and help amend them for disbursement and renewal. Tedi Grey Owl seconds the motion. Vote: All vote yes, motion carries.
- iii. Krissy suggested contracting out SPED Teacher and Social Worker part time to save money with benefits. You can add lots of reporting into contractors too if we have Infinite Campus or proper data collection system.
- iv. Who would like to be the person signing contracts with staff? Suggested it is not Korissa Howes.
- v. Decision was made to move contract discussion to the next agenda. Leaving decisions for positions, contracted vendors, and who will be in charge of signing and discussing staff contracts with them (suggested not Korissa Howes).

d. Calendar: Discuss and Approve

- i. IQS renewal is next year so it wouldn't be smart to cut grades per Krissy.
- ii. Calendar is in drive along with BLC Staff Rationale.
- iii. Need to Approve and Submit to lashawna.freeman@state.mn.us by June 30th for compliance. Parents are asking for it.
- iv. Jewell Arcoren **made a motion** to approve the Bdote Learning Center 2022-2023 calendar with suggested aesthetic edit. Tedi Grey Owl seconds the motion. Vote: All votes yes, motion carries.

e. Seat day and Early End Discussion

- i. Mn Statute 120A.41 is in Folder stating hour requirements.
- ii. Half days count as full days as long as we serve lunch, which we have.
- iii. Proposal
 - 1. 16th - 20th: Regular School Days (for field trips planned)

2. 23rd - 26th: Regular Days or School Optional
3. 26th: School Pow Wow
4. If school is canceled make sure we are giving families at least a week's notice.
5. 27, 31: Cancel School - No Kids
6. June 1-2 Staff Work Days for Report Cards and Room Cleaning.
7. Report Cards are Due June 2nd
8. (Jewell Arcoren left the meeting) Tedi Grey Owl **makes a motion** to approve the new school year proposal that May 19-20th, 2022 will be regular school days, May 23-26th, 2022 are option student days, May 26th, 2022 will be the pow wow, school is canceled for May 27th, 2022 and May 31st, 2022 and staff will decide if it is a staff work day. The last staff day and report card due date will be June 2nd. Mat Pendleton seconds the motion. Vote: All vote yes, motion carries.
9. Board will like the staff to have a graduation. (Jewell Arcoren returned to meeting)

f. Open Liability Case: Discussion and Delegation

- i. Need staff statements and interviews. Need to call Hanover about claim# 85-00119129 - Nancy R Troisi (631) 247-9709 or NTroisi@hanover.com emailed me and the lawyer for a copy of the lease. We have the video. So she needs statements and videos. We also need a person to talk to Father Joe (612) 245-3345 about the incident and inform them.
- ii. Arthur received an email from our Attorney with a list of things that the school needs to do. Communication was sent to Arthur about getting a staff email interviewed. He told the Attorney to reach out and do the interviews for statements.
- iii. Arthur will reach out to the Attorney to see what he can take care of in regards to the insurance claim. Discussion will continue next Board meeting in hopes the Attorney can handle it by then.

g. Budget & Financial Help

- i. Board gave permission for Korissa to onboard help or staff as she sees fit in the May 11, 2022 meeting meaning she has permission to sign contracts with vendors for 2022-2023 school year.
- ii. Krissy offered to help with Budget, IQS, Designs for Learning and Contracts.
- iii. Understood that Jason would be available to assist. Jason will be helping with Title VI and helping to create an administrative model.
- iv. Hazen Fairbanks and said she could help with data stuff as well as the NoVo application.

h. Health Insurance Coverage

- i. Would like to switch back to Health Partners. Most staff have given up therapy because they can't afford it. Copays are really high. Contract date is said to be due by September 1, 2022.
- ii. Call Insurance Rep Dana M Hoen with Assured Partners (651) 294-0703 or email Dana.Hoen@assuredpartners.com ask what insurance she takes care of for Bdote and if we are in compliance with COBRA for staff departures. Dana should be able to help get this situated.

i. Introduce Teacher Led/Powered Model

- i. <https://www.teacherpowered.org>
- ii. Board needs to review this information to look at as a school model for administration and structure.

j. Closed Session: HR Discussion

- i. Jewell Arcoren **makes a motion** to go into closed session and to pause the recording. Tedi Grey Owl seconds the motion. Vote: All vote yes, motion carries.
- ii. Korissa Howes **makes a motion** to come out of closed session at 7:00PM. Tedi Grey Owl seconded the motion. Vote: all vote yes, motion carries.
- iii. During closed session the Board approved a motion to place a staff member on administrative leave.

3. Next Regular Board Meeting: May 23, 2022 @ 4:30 PM

4. Adjourn

- a. Korissa Howes **makes a motion** to adjourn the meeting at 7:04PM. Tedi Grey Owl seconded the motion.