

Board of Directors Meeting

Bdote Learning Center

3216 E. 29th St.

Minneapolis, MN 55406

May 18, 2020 4:30-6:00PM

MINUTES

Special Note: Due to the COVID19 pandemic, the May, 2020 Board of Directors meeting is conducted via Zoom digital platform in order to comply with Governor Walz's Emergency Executive Order 20-41 which extends school closing and distance learning through the end of the school year.

All votes will be made using individual roll-call conducted by the Board Chair.

1. Opening Items

A. Record Attendance and Guests

Board members present: *Michele Fluhr Fraser, Kat Anthony-Wigle; Graham Hartley, Louis Mattson, Autumn Dillie, Mary Hermes, Jenn Hall*

Board members absent: *Joe Rice, Pam Goeke*

Guests: *Mick, CLA; Cindy Ward-Thompson, Director*

B. Call the Meeting to Order

AD, Chair: 4:40

C. Approve Agenda for May meeting

GH: ADD LEASE AID APPLICATION

AD: Motion to approve agenda: LM, second: GH.

AD: Vote by roll-call - gh , lm, mff, mh JH, kaw

AD: motions is approved

D. Approve minutes from April 27, 2020 board meeting

AD: Changes/corrections?

AD: Motion to approve March minutes: LM, second: JH.

AD: Vote by roll-call- gh , lm, mff, mh, jh, kaw

1. Finance:

Graham Hartley, Board Treasurer

A. Review and discuss April Financials

GH asks Mick to go over April financials and checks. 82%; 108 student enrollment; LOC 400k, at max right now; Rev at 86% - got some money from headwaters in April;

net profit 20,1000, fund balance \$140,000

GH question re headwaters \$- is it gen op for an additional grant for covid response? CWT yes

JH is the hold back income built into budget, yes; GH COVID food cost is upfront then wait for reimburse

B. Review and approve checks

Questions/comments? Check to CWT: was to reimburse for tickets for Powerschool training; training itself is not being refunded by powerschool, will reschedule for next year

AD: Motion to approve April Financial and Checks: motion JH; second MH

AD roll call vote: gh, yea; jh, yea; lm, yea; mh, yea; kaw, yea; mff, yea

AD Motion passes

2. Leadership Report:

Cindy Ward-Thompson

MDE is requiring DL options, need 3 plans to start the year; all in school, all DL, or a hybrid. worries about losing students in general. Lots of kudos for staff- everyone is working their butts off-

3. Committee Reports

AD: requests committee updates.

A. Governance Committee

a. Policy Discussion

i. Background Check Policy Approval

GH presented for review a draft of Policy 413 regarding criminal history background checks; we will use different scrutiny of the information depending on the purpose of the participant, ie volunteer on one time field trip vs classroom teacher; who will pay; that we can use two different services.

AD: is there a motion to approve Policy 413 Criminal Background Check: motion, LM, second mff.

AD roll call vote: jh, yea; kaw, yea; mh, yea; mff, yea; gh, yea; lm, yea.

B. Relicensure Committee

Update from KA-W

C. Others Committee Reports/Updates

Any others? None

5. New Business

A. COVID-19 – Structure for 2020-21 School Year Discussion

CW-T - We are not getting much help or guidance from MDE- are there ideas or suggestions for planning next year; LM possible hybrid - meeting in a park – DIW is doing some connecting or check ins-

B. IOwA –

Once per year, we need to establish, with the Board Resolution Language, who is the “Identified Official with Authority” to operate within the secure MDE websites and has the legal authority to grant their staff access for specific roles in the secure MDE websites for the organization/district they represent. This has always been Cindy

AD is there a motion to assign Cindy as IOwA: motion, GH; second JH

AD roll call vote: jh, yea; kaw, yea; mh, yea; mff, yea; gh, yea; lm, yea.

AD motion passes.

C. Authorization for IOwA

GH says that some agencies use the same person as the IOwA, with additional support from Board members. It has been Cindy in the past.

Designation of an Identified Official with Authority for Education Identity Access Management The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, 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 authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties. The Director recommends the Board authorize **Cynthia Ward-Thompson, cindy@bdote.org, and 00000007** to act as the Identified Official with Authority (IOwA) for **Bdote Learning Center 4226-07**.: *motion gh, second lm*

AD roll call vote: jh, yea; kaw, yea; mh, yea; mff, yea; gh, yea; lm, yea.

AD motion passes.

D. Board approval for Cindy Ward-Thompson to be given authority to enter into contracts on behalf of Bdote Learning Center and to apply for grants for Bdote.

AD is there a motion: Motion,gh; second, LM.

AD roll call vote, jh, yea, kaw, yea, mh, yea, mff, yeah, gh, yea, lm, yea

AD motion passes

E. Ratification of Contracts for 2020-21

CWT- All contracts are written with pay raises based on the anticipated budget increases of the student payments from state - staff remain the same except Bill who retired. We don't anticipate new hires.

AD is here a motion to ratify the employment contracts: motion, gh; second, LM.

AD roll call vote: gh, yea; jh, yea; lm, yea; mh, yea; kaw, yea; mff, yea.

AD Motion passes.

F. Lease Aid Application

CWT- this document needs to be signed and submitted to MDE. Someone from the board will need to stop by school and sign it.

AD is there a motion to provide signature to the lease aid app: not sure if vote is needed but we'll do it anyway- motion, mh; second mff.

AD roll call vote: mh, yea; kaw, yea; mff, yea; gh, yea; jh, yea; lm, yea.

AD motion passes.

AD – this is the end of our business. The last item is Public comment.

6. **Public Comment**

AD is there public comment: NONE

7. Adjourn meeting

*AD is there a motion to adjourn: motion, GH.
AD meeting is adjourned at 5:47pm.*