

Green Isle Community School
Board of Directors' Meeting
Tuesday, June 16th, 2020 @ 5:00 pm
Held in Room 1 at GICS

Board Members Present: Nick Pollack, Jackie Larson, Colleen Zeiher, Holly Harjes, Lindsay Paschke, Kayla Simek and Ann Iddings

Board Members Absent:

Others Present: Brandy Barrett- GICS Director, Honey Burg- GICS Director, Josh Mahler-Stenmark, James Evans- Stenmark (Zoom)

Others Absent:

AGENDA

- 1.0 Call to order at 5:05pm by Chairman Pollack
- 2.0 Recognition of Visitors - None
- 3.0 Approval of agenda - Request to add 6.1 Approval of Personnel Meeting Minutes, 6.2 Emergency Personnel Meeting Minutes, 12.5 SAM, and 12.6 Letter of Conditional License. Motion to approve by Larson, 2nd by Iddings, All in favor.
- 4.0 Conflict of Interest- None
- 5.0 Approval of May Minutes, 5.11.20 Personnel Meeting Minutes- Motion to approve by Zeiher, 2nd by Simek. All in favor.
- 6.0 Approval of May Special Board Meeting Minutes Motion to approve by Zeiher, 2nd by Simek. All in favor.
 - 6.1 Approval of Personnel Committee Minutes. Motion to approve by Iddings, 2nd by Simek. All in favor.
 - 6.2 Approval of Emergency Personnel Committee Minutes motion by Zeiher, 2nd by Harjes. All in favor.
- 7.0 Financial Reports - Motion to approve by Iddings, 2nd by Harjes. All in favor.
 - 7.1 Financial Statements
 - May Revenue- \$73,032.76
 - May Expenses- \$65,859.12
 - May Cash- \$40,171.00
- 8.0 Public Comment - None
- 9.0 Committee Reports
 - 9.1 Board – Facilities Committee Report- None
 - 9.2 Board – Finance Committee Report- CARES Act allocated \$10,642 to our school, PPP funding (loan application) will be available for fund 04- potential for \$34,000.

- 9.3 Board – Grant Committee Report- None
- 9.4 Board – Marketing Committee Report- Sign on the side of building- will take a few months and need exact dimensions
- 9.5 Board – Policy Committee Report- recommendation to review bylaws, Lottery and Admission policy, and Protection of Privacy Pupil Record- aim to review and approve these in July
- 9.6 Board – Technology Committee Report- Getting quotes for computers
- 9.7 Board – Child Care Committee Report- Looking into Ready! For Kindergarten, creating family contracts and orientation processes.
- 9.8 City Council Report- None
- 10.0 Director's Report
 - 10.1 Highlights from last month
 - 2 new toddlers
 - CKCC files were reviewed
 - K-6 Enrollment-45; CKCC FTE- 21
 - Ms. Paschke-
 - increasing daycare staff observations and providing on-the-job training to review rules and regulations
 - Ready! For Kindergarten school readiness program for 2-5 year olds
 - Child care contracts for families
 - Looking into what next school year will look like in our K-6 classes
 - Mrs. Burg-
 - Met with all staff members to create contracts for 20-21 school year
 - Analyzed AR over the lifetime of CKCC
 - Looking into transportation for July’s meeting
 - Looking into what next school year will look like in our K-6 classes
- 11.0 Old or Unfinished Business
 - 11.1 Director transition- discussed operations of the school. The board delegates executive authority to Honey Burg to make operational decisions for the school. Motion to approve by Iddings, 2nd by Simek. All in favor.
 - 11.2 Early Admission Policies- recommendation by Jackie Larson to review the language of GICS’ Early Admission Policy
- 12.0 New Business

12.1 IOwA Approval

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 in accordance with the State of Minnesota Enterprise 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 access when it is no longer needed to perform their job duties. The Director recommends the Board authorize Honey Burg, honey.burg@greenislecommunityschool.org, honcburg to act as the Identified Official with Authority (IOwA) for Green Isle Community School 4144. Motion to approve by Iddings, 2nd by Simek. All in favor.

12.2 20-21 Budget (move to Old Business)

12.3 Board Workshop: Job Descriptions- The various roles of each staff member and their job descriptions- this will be moved to next month's agenda

12.4 2020-2021 School year options- we will have a special meeting on August 4th, 4:30pm

12.5 SAM (System for Award Management) Motion to grant Honey Burg authority made by Zeiher 2nd by Iddings. All in favor.

12.6 Letter to parents about conditional license. Request to meet with families individually to discuss the letter. Motion to approve letter made by Zeiher, 2nd by Simek. All in favor.

13.0 Adjournment at 7:33pm. Motion to approve by Zeiher 2nd by Iddings. All in favor.