

**DULUTH PUBLIC SCHOOLS ACADEMY**  
**School Board Meeting Minutes**

**DATE/LOCATION:** August 10, 2004 at Raleigh Edison Charter School

**PRESENT:** Paul Goossens, Chair; Kathy Esson, Co-Chair; Steve Ondrus, Treasurer; Kathy Haldorsen; Sue Rose, Secretary; Mary Lynch, Member; Donna Nordstrom, Member; Patrick Field, Member

**ABSENT:** Renee Lindberg, Member

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**CALLED TO ORDER:** 6:30 p.m.

**APPROVAL OF MINUTES**

- Motion made (Lynch), seconded (Ondrus), and unanimously approved to accept minutes from the July 9, 2004 DPSA School Board Retreat.
- Motion made (Nordstrom), seconded (Ondrus), and unanimously approved to accept minutes from the July 13, 2004 DPSA School Board Meeting.

**APPROVAL OF AGENDA**

Agenda was approved with the following addition: Nomination Committee.

**PUBLIC COMMENT**

None

**CORRESPONDENCE / COMMUNICATION**

None

**REPORTS**

**TREASURER'S REPORT**

Steve Ondrus, Treasurer, gave verbal report; balance sheet and invoices provided.

- **INVOICES.** Motion made (Rose), seconded (Esson), and unanimously approved to accept and pay current invoices totaling \$24,728.45.

**NATIONAL EDISON OFFICE UPDATE**

Bonnie Jorgenson, Head of Schools, gave verbal report.

- Quarterly Learning Contracts (QLCs) changing to Student Learning Contracts (SLCs); training for teachers and additional details forthcoming.

**HEAD OF SCHOOLS REPORT**

Bonnie Jorgenson, Head of Schools, gave verbal report; outline of report and an addendum was provided.

**ACTION REQUESTED**

- **EARLY-ENTRY KINDERGARTEN REQUEST.** Motion made (Esson) and seconded (Lynch) to amend the Promotion of Students policy to include early entry into kindergarten, thereby accepting a student into kindergarten who will turn five on September 10, 2004. All opposed; Promotion of Students policy remains as currently stated.

- MACS LISCENSURE COMMITTEE MEMBER STIPEND. Motion made (Rose), seconded (Ondrus), and unanimously approved to provide the DPSA staff member of the MACS licensure committee with a stipend equivalent to a Curriculum Coordinator (\$1500).
- STAFF APPRECIATION. Motion made (Esson), seconded (Ondrus), and unanimously approved to use \$2000 from the Board budget (interest income) for staff appreciation gifts.
- TERRA NOVA TESTING. Motion made (Lynch), seconded (Haldorsen), and unanimously approved to decrease the administration of the Terra Novas to once per year in the Fall only.
- AMERICORP GRANT. Motion made (Nordstrom), seconded (Esson), and unanimously approved to accept the True North AmeriCorp grant for one part-time (450 hour) volunteer to be placed at Raleigh as a math tutor and math tutor coordinator.
- BUS CONTRACT. Motion made (Esson), seconded (Ondrus), and unanimously approved to accept the 2004-2005 Voyager Bus contract.
- STAFF POLICY. Motion made (Field), seconded (Lynch), and unanimously approved to accept the Take Your Child to Work policy.
- STAFF POLICY. Motion made (Rose), seconded (Lynch), and unanimously approved to accept the Notice to Staff of Violent Behavior by Students policy.

#### **PERSONNEL COMMITTEE REPORT**

Sue Rose, Co-Chair Personnel Committee, gave a verbal report.

- Market analysis information regarding teacher compensation will be presented to the Board in September.

#### **FINANCE COMMITTEE REPORT**

Patrick Field, Co-Chair Facilities Task Force, gave verbal report.

- Plan in place for recruiting additional Task Force members.
- Initial contact has been made to pursue the possibility of working with a consultant to research teacher compensation.

#### **COMMUNICATIONS/MARKETING COMMITTEE REPORT**

Kathy Esson, Chair Marketing Committee, gave verbal report; draft of memo provided.

- Board members reviewed draft of the memo that will accompany the results of the School Climate Survey. Members of the Board made revision recommendations. Esson will revise the memo and send it to Kris Anderson for posting.
- Initial logos have been created; Marketing Committee has provided feedback to the artist and is waiting on additional designs. Estimated cost of the logo is \$100.

#### **FACILITIES TASK FORCE REPORT**

Bonnie Jorgenson, Head of Schools and Paul Goossens, Co-Chair Facilities Task Force gave verbal report.

#### **BOARD DEVELOPMENT TASK FORCE REPORT**

Kathy Haldorsen, Co-Chair Board Development Task Force, gave verbal report; draft of Board of Directors job descriptions was provided.

- Board members reviewed draft of Board of Directors job descriptions. Haldorsen will e-mail job descriptions to all members. Board members will provide feedback to Haldorsen prior to the September meeting.
- Motion made (Esson), seconded (Ondrus) and to appoint the Secretary as the Chair of the Nominating Committee and carry out the November Election in compliance with the by-laws.
- Motion made (Esson), seconded (Nordstrom) to reclassify the Board Development Task Force as a standing Committee.

## **OTHER BUSINESS**

### **DPSA BOARD BUDGET**

Finance Committee will put together a proposed 2004-2005 budget. The proposal will be presented to the Board in September.

### **TUTORING PROGRAM OPTION**

Haldorsen and Ondrus requested direction from Board members as they explore the notion of creating a tutoring program at the Duluth Public Schools Academy. Members clarified that the notion was to create a formal after-school and/or summer school tutoring program that may serve to supplement teacher income while providing supplemental services to our students and community members. Haldorsen and Ondrus will facilitate brainstorming sessions to assess staff and family interest and generate potential programmatic features.

### **TABLED**

None

**ADJOURNED** Motion made(Ondrus), seconded (Haldorsen) and approved to adjourn tonight's meeting. Meeting adjourned at 8:43 p.m..

Respectfully Submitted,

Sue Rose, DPSA Secretary

### **NEXT MEETING**

September 7, 2004

Kenwood Edison Charter School