

**Cologne Academy  
Board Meeting Minutes  
September 24, 2019  
Cologne Academy Conference Room**

<p><b><u>Board Members Present</u></b></p> <ul style="list-style-type: none"><li>✓ Amanda Daniel</li><li>✓ Laura Oman</li><li>✓ Jeff Katherman</li><li>✓ Jenna McInnis</li><li>✓ Dan Perrel</li></ul> <p><b><u>Board Members Absent</u></b></p> <ul style="list-style-type: none"><li>✓ Valerie Invie</li></ul>	<p><b><u>Ex-Officio Members Present</u></b></p> <ul style="list-style-type: none"><li>✓ Traci LaFerriere, CFO</li><li>✓ Dr. Lynn G. Peterson, Executive Director, PhD</li></ul> <p><b><u>Guests Present</u></b></p> <p><b><u>Staff Present</u></b></p> <p>None</p>
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I. CALL TO ORDER

Pursuant to due call and posted notice thereof, the regular meeting of the Cologne Academy school board was called to order at 7:37 p.m. by Amanda Daniel in the Cologne Academy Conference Room.

II. VISION AND MISSION MOMENT

**Vision**

Create a content-rich learning environment that prepares K-8 children to achieve their best as students and as people of character who will contribute skill and knowledge to their communities.

**Mission**

To prepare students for academic success through excellence in literacy by integrating the *Core Knowledge Sequence*.

IV. Leader Report

1. Development
  1. EDIAM
2. Policy
  1. 1st Read - 860 CA Model Plan for Lead Testing in Water, 413 CA Harassment and Violence, 413 CA Harassment and Violence Form
  2. 2nd Read - 425 Staff Development Specific to Special Education, Agreement for SpEd tuition, 902 Space Use Policy, Charter School Assurances, Annual Report
3. Reports
  1. 3-8 Literacy: Jen Gordon
  2. K-4 / 5-8 Principal by: Melissa Mase / Erica Bentz
  3. Athletics: Tamra Kielty
  4. Literacy Beth Tischleder
  5. SpEd by: Amy Rodelius
  6. PAVE: Katie Rotz, PAVE Financials

4. Board FYI/Resources
  1. FOE Save the Date
  2. Holy Family Web Link
  3. Enrollment Data
    1. Student Attrition by grade
    2. Student Attrition by Waconia, Easter Carver County, Homeschool, NYA, etc.
    3. Student Attrition all schools
    4. Wait List History
    5. Dashboard Comparison
    6. Enrollment by City / District
  4. Recap
    - Parent Involvement Night Recap
      - **Action:** Dan Perrel to provide follow up communication and next steps to the attendees.
      - **Action:** Jeff Katherman to create feedback form to accompany communications.
    - Cologne Community Night

VI: APPROVAL OF CONSENT AGENDA

- Approval of August 2019 meeting minutes
- School Leader written report
- 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 Lynn Peterson, lpeterson@cologneacademy.org, and EDIAM user ID lpeterson4188 to act as the Identified Official with Authority (IOWA) for add Cologne Academy 4188-07.

Motion made by JK to approve the Consent Agenda as amended. 2nd by LO. Vote: 5 Ayes, 0 Nays

VII: FINANCIAL REPORT

- FY 2019 Audit is almost complete and should be available via draft
- Enrollment discussion for FY 2020. Revisit actions for 2020-2021 enrollment period

VIII: DASHBOARD REVIEW

- Enrollment discussion
- Give to the Max planning
  - **Action:** Each board member to come up with an incentive idea for GTM. Jenna to help again with post cards
- FOE Event planning (for April)
  - **Action:** Lynn to line up speaker on mental health.

IX: Closing Action Items:

A motion was made by AD to adjourn the meeting at 8:49 p.m. 2nd by JK.

Respectfully submitted by Jeff Katherman