



The monthly meeting of the Board of Directors held on Tuesday,  
April 13, 2021 via Zoom

**General Business:**

Call to order: 6:01 pm

Roll Call:

Board Members/Director Present or Absent:

name	present/absent
Mira Norcross (Chair and Parent)	Present Virtually
Jennifer May (Vice- Chair and Parent)	Absent
Alex Treanor (Treasurer and Parent)	Present Virtually
Teng Xu (Teacher)	Present Virtually
Erin Maher (Teacher)	Present Virtually
Erin Ribar (Parent)	Present Virtually
Jim Redfield (Community Member)	Present Virtually
Jessie Sheldon (Secretary and Teacher)	Present Virtually
Cesca Massana (Teacher)	Present Virtually
Shannon Peterson (Interim Executive Director)	Present Virtually
Julie Lundgren (CFO, Ex Officio Member)	Present Virtually

Unscheduled Visitors: None

name	position/role
------	---------------

--	--

Review of Agenda:

- Add Kinderprep handbook as action item
- Add EDIAM Board Resolution

Conflict of Interest: None

Scheduled Visitors: 5th Grade Exhibition Presentation

name	position/role
Eliza Kelly Lilly Vanden Busch	5th Grade Student 5th Grade Student

**Affirmations:** Affirmations to 5th grade teachers and students for an awesome job on exhibition. Affirmation to Jim Redfield for volunteering to go to the VOA conference this summer. Affirmation to Julie and the finance team on all their work and making every cent go for the better of the school and students. Affirmation to Jill and covid health team for keeping our school safe and healthy. Affirmation to Julie for always being on top of things and keeping track of policies. Affirmation to everyone for helping seniors get through this crazy school year and ready to graduate.

**School Update:** Executive Director Report

1. Strategic Plan #1- Incoming kindergarten enrollment continues to be down in Chinese. Most likely we will resume full in person for the 2021-2022 school year pending legislation.
2. Strategic Plan #2-
3. Strategic Plan #3- 40% of funding for the senior class went to PSEO classes.
4. Strategic Plan #4- Tomorrow signage is going up on the west end on the kindergarten. Sign for the east side of upper school coming soon. The entryway construction project at lower school will begin in June. The Kindergarten center entrance is also getting a new canopy.

**Action Item: Treasurer's Report**

Explanation	
-------------	--

Motion	Motion to approve Treasurer's Report
--------	--------------------------------------

Made by	Jim Redfield	Seconded by	Erin Maher
---------	--------------	-------------	------------

Discussion	
------------	--

Vote		Yea	8	Nay		Abstain	1
			Massana Maher Redfield Ribar Treanor Xu Sheldon				Norcross

Decision	Motion carries
----------	----------------

**Action Item: Pay Scale Change**

Explanation	
-------------	--

Motion	Motion to approve Pay Scale Change
--------	------------------------------------

Made by	Teng Xu	Seconded by	Erin Ribar
---------	---------	-------------	------------

Discussion	
------------	--

Vote		Yea	7	Nay		Abstain	1
			Xu Massana Maher Redfield Ribar Treanor Sheldon				Norcross

Decision	Motion carries
----------	----------------

**Action Item: Policy 358: Dress Code Policy**

Explanation	
-------------	--

Motion	Motion to approve Dress Code Policy 358
--------	---

Made by	Teng Xu	Seconded by	Erin Ribar
---------	---------	-------------	------------

Discussion	
------------	--

Vote		Yea	7	Nay		Abstain	1
			Xu Massana Maher Redfield Ribar Treanor Sheldon				Norcross

Decision	Motion carries
----------	----------------

**Action Item: Policy 220:Purchasing**

Explanation	
-------------	--

Motion	Motion to approve Policy 220 Purchasing
--------	---

Made by	Cesca Massana	Seconded by	Alex Treanor
---------	---------------	-------------	--------------

Discussion	
------------	--

Vote		Yea	7	Nay		Abstain	1
			Xu Massana Maher Redfield Ribar Treanor Sheldon				Norcross

Decision	Motion carries
----------	----------------

**Action Item: Graduation Requirement Exemption**

Explanation							
Motion	Motion to Approve Graduation Requirement Exemption						
Made by	Jessie Sheldon			Seconded by	Alex Treanor		
Discussion							
Vote		Yea	7 Xu Massana Maher Redfield Ribar Treanor Sheldon	Nay		Abstain	1 Norcross
Decision	Motion carries						

**Action Item: 2021-2022 Calendar Update**

Explanation							
Motion	Motion to approve 2021-2022 Calendar Update						
Made by	Jessie Sheldon			Seconded by	Erin Ribar		
Discussion							
Vote		Yea	7 Xu Massana Maher Redfield Ribar Treanor Sheldon	Nay		Abstain	1 Norcross

Decision	Motion carries
----------	----------------

**Action Item: Kinder Prep Handbook**

Explanation	
-------------	--

Motion	Motion to approve Kinder Prep Handbook
--------	--

Made by	Teng Xu	Seconded by	Alex Treanor
---------	---------	-------------	--------------

Discussion	
------------	--

Vote		Yea	7 Xu Massana Maher Redfield Ribar Treanor Sheldon	Nay		Abstain	1 Norcross
------	--	-----	--	-----	--	---------	---------------

Decision	Motion carries
----------	----------------

**Action Item: EDIAM Board Resolution**

Explanation	
-------------	--

Motion	Motion to approve EDIAM Board Resolution
--------	--

Made by	Erin Ribar	Seconded by	Jim Redfield
---------	------------	-------------	--------------

Discussion	
------------	--

Vote		Yea	7 Xu Massana Maher	Nay		Abstain	1 Norcross
------	--	-----	-----------------------------	-----	--	---------	---------------

			Redfield Ribar Treanor Sheldon				
--	--	--	---	--	--	--	--

Decision	Motion carries
----------	----------------

**Dialog/Discussion Items**

1. **Board meeting format-** Continue with Zoom format through June and possibly change to in person in July.
2. **FY21 Budget First Draft-**
3. **Strategic Planning-** Erin R, Jessie, Jen and Mira will begin planning and looking at dates.

**Reports:**

Subject	Finance Committee Minutes, 11 May 2021 (review and file)
Discussion	

Subject	Executive Committee Minutes, 11 May 2021 (review and file)
Discussion	

Subject	Policy Review Committee Minutes, 6 May 2021 review and file)
Discussion	

**Action Item:** Consent Agenda Secretary's Report 4/13/2021

Motion	Motion to approve the Consent Agenda
--------	--------------------------------------

Made by	Erin Maher	Seconded by	Jessie Sheldon
---------	------------	-------------	----------------

Vote		Yea	7 Xu Massana	Nay		Abstain	1 Norcross
------	--	-----	--------------------	-----	--	---------	---------------

			Maher Redfield Ribar Treanor Sheldon				
--	--	--	--	--	--	--	--

Decision	Motion carries
----------	----------------

**Announcements:**

1. Community Updates- None
2. PTO Meeting- PTO did an awesome job making staff at lower school feel loved and appreciated last week, flower fundraiser is finishing up on Thursday- volunteers are still needed, and ceiling tile projects are up in the cafeteria and look amazing!
3. Upper School Booster Club- None
4. VOA Board member collaboration meeting
5. Board Member Training Updates- CFO Lundgren: AAJC and Hollaback’s Bystander Intervention training for social justice 4/19/21; CLA online training, K-12 Schools: 10 Important Internal Controls 4/20/21; MDH Psychological Recovery Training, new initiative for schools and public health professionals 4/21/21; MDE Special Ed webex 4/22/21
  6. All new members are scheduled for state-mandated board member training through MACS: Cory Purkat, Kaari Rodriguez , and Maggie Chen

**Other Business: None**

**Reflection on Board Performance:** Email Mira with a name of someone who would add value to the strategic planning meeting.

**Adjourn:**

Motion	Motion to Adjourn at 7:15 pm
--------	------------------------------

Made by	Alex Treanor	Seconded by	Jim Redfield

Vote		Yea	8 Xu Massana Maher May			Abstain	1 Norcross
------	--	-----	------------------------------------	--	--	---------	---------------



			Redfield Ribar Treanor Sheldon				
--	--	--	---	--	--	--	--

Decision	Motion carries
----------	----------------