

## Minutes

### **Agenda Monona Grove Liberal Arts Charter School Governance Board Meeting**

November 13, 2019 - 4:30 pm MG21 Conference Room, 5301 Monona Drive, Monona, WI. 53716

**MG21 Governance Board meetings are the 2nd Wednesday of every month at 4:30**

**Board Members Present:** Denise Peterson, Tom Stolper, Steve Halverson, Sue Carr, Tom Howe, Phil McDade

**MG-12 Staff present:** Rebecca Fox-Blair

**MGDO Staff present:** Dan Olson (left after closed session), Jon Rouse, Kris Langer (left after closed session), Melissa Hahn

**A. Call to Order** Called to order by Denise Peterson at 4:00 pm.

**B. Declaration of Public Notice**

**C. Motion to convene into Closed Session Pursuant to Wisconsin Statute 19.85(1)(c) and for consideration of the following:** Moved by Denise, seconded by Sue, roll call vote. All present governing members voted in the affirmative.

1. MG21 Administrator Assignment

From MG21 Charter: Section 3.7 Faculty Qualifications

*G. The District and Governance Board will collaborate in the hiring process of the Charter School Administrators and will seek to hire Administrators with experience working with non-traditional learners and at risk students. The District shall have final approval over all hiring decisions. The Superintendent or designee shall review and evaluate the performance of the Charter School Administrator(s).*

Dan Olson, MGSD Superintendent, provided background information about the leadership of MG21. Kris Langer's location at GDS makes it difficult for her to be present both at called meetings and for more immediate support. Jon Rouse has experience in administration and in project-based learning and is located in proximity in the District Office.

Jon Rouse shared his background and experience both in administration and in the importance of project-based learning in meeting the needs of students. Queried by Tom Stolper about appropriate selection processes for prospective students, Jon explained his experience with the PBL academy in his former school.

Phil McDade thanked Dan and board for their support of this change.

Rebecca Fox Blair thanked Kris Langer for her support over the years.

**D. Motion to adjourn Closed Session and reconvene in Open Session** Moved by Tom Stolper, seconded by Phil McDade, passed unanimously.

**E. Approval of [October 2019 Governance Board Meeting Minutes](#):** Moved by Phil McDade, seconded by Tom Stolper; amended to add adjournment time, approved unanimously.

**F. Correspondence and Announcements**

## **G. Reports**

### 1. [MG21 Monthly Report](#)

RFB highlighted the first ever Upper Campus MG21 talent show and the Middle Campus Prairie Restoration Project.

### 2. Financial Report-RFB

RFB shared the regular budget report that is used to run the school; the grant budget, and the last month's expenses from the Skyward printout provided by the school district. This will be shared electronically in future in a Google Drive packet for each Board meeting.

## **H. Business**

### 1. Approval of MG21 School Calendar - Action Item

RFB shared that there is no collaboration time, and learned from Judy at Endeavor School that they include an in-service day each month. The new calendar shows these added dates in red.

--Phil asked question about minimum hours as required by DPI; our charter is not governed by those rules.

--Sue Carr wondered the degree to which MG21 differs from the number of days of instruction from GDS and MGHS; RFB noted that there will be twelve fewer days of instruction to provide this in-service.

--Denise raised questions about adding in-service days in the months of March and April; Tom H. was concerned about November's loss of teaching days in the proposed schedule.

--This calendar is a one-year structure only to address a lack of collaboration this year and the unique issues of beginning a new campus and addressing a broad variety of needs among students.

--RFB has found ways to organize schedules so that Middle School staff has time to prepare.

Sue Carr moved to accept the calendar with the removal of the March 13 and April 13 as in-service days and returning them to teaching days. Phil McDade seconded.

Discussion: Phil McDade raised issue of losing collaborative in-service time to required district issues. Tom H. raised issue of how the MG21 in-service days will be tied to forwarding the mission and purpose of the school, and especially being proactive in addressing the issues of structuring the Middle Campus properly. RFB noted that Melissa and Kris had raised this issue as well.

Motion passed unanimously.

### 2. Approval of Charter School Administrator-Action Item

Sue Carr moved approval, Phil McDade seconded, approved unanimously.

### 3. Discussion and Possible Action Item: Upper Campus waiting list applications

MG21 has on roster at Upper Campus 46 students; one student transferred out. Since the school year started, 2 students have independently completed site visits and submitted applications. The policy in the past has been to not accept mid-year applicants as they didn't enter with a cohort, didn't complete onboarding work, and could be a distraction as these students are often less successful without these supports. Denise suggested that this could cause more difficulty in an already challenging year, and RFB has concerns about holding fidelity to the application and admissions policies. The Board determined that we are willing to explore the policy, but not take action on taking students who submitted applications after school begins, deferring instead to MG21 school personnel to make that decision.

4. Discussion: Lunch Supervisor position  
Looking for this position, two hours a day.
5. Middle Campus Update  
--Five students have left and this has helped with climate to some degree, and rebuilding a culture is taking root and conditions are improved for both staff and students.  
  
--Tom H. asked about potential outside help in the form of coaching for our new hires.
6. Team to review and prepare Accountability Report to MGSD Board  
RFB seeking work team to look at the Accountability Report to MGSD Board, previously shared in August at the Board Retreat. Sue Carr will look it over and will share insights with RFB prior to Denise sharing.
7. Update on Executive Director Evaluation Update/Job Description  
[Executive Director Evaluation](#)  
[Copy of Executive Director Job Description](#)

**I. Adjournment** Phil McDade moved to adjourn, Tom Stolper seconded, passed unanimously.  
Adjourned at 6:06 pm

**MG21 Governance Board Goals**

1. To develop and implement a tool for evaluating the MG21 Executive Director.
2. To foster a positive and empowering work environment where all stakeholders can experience working conditions that sustain energy and dedication for years.

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