

Minutes--Agenda Monona Grove Liberal Arts Charter School Governance Board Meeting

December 9, 2020 - 4:30 pm **Virtual Meeting via Zoom Meetings**

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

Topic: MG21 Governance Board Meeting December 9, 2020

Time: Dec 9, 2020 04:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86528943828?pwd=VkFmSUlvS0cyUVRaby9SZlcvV3Q0QT09>

Board members present: Sue Carr, Thom Evans, Steve Halverson, Tom Howe, Phil McDade, Denise Peterson, Tom Stolper

Board members absent: Steve Halverson

MG-21 staff present: Rebecca Fox Blair, Ian Lowe, Stacy Levin

A. Call to Order—Meeting called to order by Denise Peterson at 4:33.

B. Declaration of Public Notice—Duly completed

C. Approval of Minutes: [November 2020](#) Phil moved to approve minutes, Thom seconded, motion passed unanimously.

D. Correspondence and Announcements—None.

E. Reports

1. [Executive Director Report](#)- review and questions. Clarified attendance policy and how students are being marked absent.
2. Review and Approval of November Financial Reports: [Regular Budget](#), [Grant Budget](#) Denise moved approval of regular budget report, Phil seconded, motion passed unanimously. Denise moved to approve the grant budget report, Thom seconded to accept Grant Budget Report. Discussion surrounded carrying the grant monies forward—the expectation from DPI is that grant monies will be spent by June 30, 2021, except for 10%, about \$14,000, which can be carried over. An issue for consideration is that that amount of carryover would not be enough to purchase a van, so we'll need to address prior to June 30 whether to buy the van and to spend those monies not being used this year owing to much reduced fiscal outgo given Covid restrictions. Motion passed unanimously.

F. Business

1. Parent Outreach Shared Leadership Team Presentation-Ian Lowe

-Two main areas of outreach:

1. **Learning partnership meetings** with advisor, families and the student. Advisors know families more closely than they have before; meetings have been “invaluable.” Some students are “thriving” in this context. (Five total meetings—quarterly plus one more.)

2. **Providing forums for families.** These nighttime meetings include families from both the Middle and Upper Campuses. What is it like to have a teenager at home during a

pandemic? Powerful opportunities for connection with staff but also between adults; the model is now shifting to monthly forums rather than weekly as this time frame was unrealistic. Next meeting will focus on sharing more about staff and the school using the online game platform *Kahoot*.

Ian noted how valuable these were to parents, and Rebecca noted that these kinds of meetings will likely continue going into the future. And the opportunity to meet virtually rather than face-to-face is something that will likely continue, as families find this flexibility helpful.

2. Student Recruitment Plan 2020-21/WVMO PR Spots-Stacy Levin

-Shared document with the Board demonstrating the initial planning for recruitment. These plans include WVMO radio spots, videos with student statements to be shared at public meetings, virtual meetings sharing the school with the public, information in school newsletters, Herald-Independent articles; and virtual visits to 5th and 6th Grade homerooms.

-Other ideas/questions were shared: Sue shared that referrals and word-of-mouth were as effective as other PR moves. It was suggested that if an ad is purchased in the Herald, that it be that issue that is sent to all addresses in the community. Thom asked about a pamphlet that might go to Glacial Drumlin and Winnequah, answering questions about the school and perhaps quashing assumptions or myths about MG-21. Tom H. wondered if we knew why students and families in the past selected MG-21—what information, setting or format brought the school to their attention, and how might we build on that knowledge?

-Stacy noted that the greatest number of spots to fill will be at the Middle Campus, so there should likely be a heavier PR focus on that demographic.

-RFB asked us as Board members to like MG-21's *Facebook* and *Instagram* sites, and to like posts within those sites, as well as sharing them with our contacts.

3. Review of [2019-20 Audit](#)

-Brief discussion; RFB's only concern, after three requests, was whether we needed to pay for this audit. No response from those asked.

4. ACTION ITEM: Discussion and Approval of [Revised Executive Director Evaluation](#)

-Denise shared that the Innovating performance indicator was removed from the evaluation instrument as it didn't seem to mesh with the job description. There are bolded areas that show changes from the original document. RFB noted that there were several areas around transportation and food service that she has no power over, so it makes sense to remove those that are not in her area of responsibility.

-Denise moved approval of the Evaluation, removing transportation and food service, and adding a missing sentence to the Integrating performance description. Phil McDade seconded, motion passed unanimously. Discussion covered 1) staff seeing the tool and the job description prior to answering questions about the Executive Director's performance; 2) Denise asked for help to review this process as we go forward this year; 3) RFB raised the issue of how does this change as she and Paul complete their Administrative Licensures; are there oversight and administrative roles that can be taken over from Melissa Hahn, and how that intersects with what the role of the Executive Director is versus an "administrator." There are lots of issues to

discuss going forward related to the potential independence and role of the leadership of MG-21 vis-à-vis the larger district.

5. Wild Hearts Outdoor Curriculum Update

-RFB shared the rough draft of a document sharing three strands: 1) sustainability, 2) local stewardship in school forest, Ice Age Trail, and 3) a wilderness leadership piece. Discussion noted the importance of supplying the content of this important piece of the school to the Herald-Independent; Tom S. noted this can be written in a way that MG-21 is a “school of choice rather than a last resort.” Strong interest among several Board members to highlight outdoor education and leadership and its impact on student growth as a powerful PR message to the community.

G. Adjournment—Denise moved to adjourn, Tom Stolper seconded, motion passed unanimously. Adjourned at 5:58 pm

MG21 Governance Board Goals 2020-21

1. Legal: Develop, review and refine school policies that need to be in place.
2. Effective Governance: Improve communication between Executive Director, school staff, the board and the district.

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