

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

March 10, 2021 - 4:30 pm **Virtual Meeting via Zoom Meetings**

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

**Join Zoom Meeting**

<https://us02web.zoom.us/j/86427956963?pwd=ZVhjTGc3MUNKSUHVzUxcGpLL3J1dz09>

**Board members present:** Thom Evans, Toni Gadke, Tom Howe, Phil McDade, Denise Peterson, Tom Stolper

**Member absent:** Sue Carr

**MG-21 staff present:** Michelle Bartman, Rebecca Fox Blair, Melissa Hahn, Jessica Hummel, Alex Mentele, Shelby Steele

**A. Call to Order** Called to order by Denise Peterson at 4:31

**B. Declaration of Public Notice –Duly noticed.**

**C. Approval of Minutes:** [February 10 2021](#), [February 2 Special Board Meeting](#), [February 18 Special Meeting](#)

Denise moved to approve the minutes of all three meetings, Phil Seconded, motion passed unanimously.

**D. Correspondence and Announcements**

Welcome to Toni Gadke in her first board meeting.

**E. Reports**

1. [March Executive Director Report](#)- review and questions  
Brief discussion and clarifications by RFB.

2. Review and Approval of February Financial Reports: [Regular Budget](#), [Grant Budget](#)  
Little spent to date; more spending coming in the next report. Denise moved approval of both, Thom Evans seconded, motion passed unanimously.

**F. Business**

1. Introduction of new Health Aide Jessica Hummel
2. ACTION ITEM: Discussion and approval of [UC Reopening Plan for 4th quarter](#)

Plan is focused on what was good for kids and families and safe for students and staff, and provide equitable opportunities both virtual and in-person (detailed in the center box of the graphic). See top of graphic to see the organizational structure for doing this. RFB outlined the curriculum and projects, a number of them designed to be held outside, focusing on Sustainability. The virtual curriculum is Science and Society. Timing changes include a new end date for 3<sup>rd</sup> quarter, and students' first day April 13.

Thom Evans wondered if students might change their decision from their initial response (virtual versus face-to-face) once they see what is proposed? Yes—there will be a second survey sent to families next week, and their wishes will be honored, especially as Ian is leaving and some students may opt for virtual to take that course with him.

Denise—What came from the small student feedback session on March 8? Michelle shared

that the students were very positive and some excited to return despite earlier concerns.

Phil—Vaccination rates and reach of staff? All should be vaccinated by April 13 when students return. Also asked about worst case scenarios. Raised issues about the spread of Covid variants. RFB noted that much instruction will occur outside on picnic tables and under canopies. RFB noted that students who test positive or from families who have tested will stay home; the key is there is a detailed district protocol that will be followed.

Alex M. gave a report on MC return: students excited to be back, good job remaining distanced, generally good with hand washing/sanitizing, taking advantage of outdoor opportunities. MC staff was also concerned about equity considerations for those virtual in relation to those present, and student response has generally been quite positive whether virtual or face-to-face/hybrid. Alex found that some students are needing support adjusting to in-person school once again; a point that is useful to consider for the UC in their opening plan.

Thom asked about current numbers: 9 are currently in-person at the MC, 8 virtual. Alex feels that two or three more might come to in-person in 4<sup>th</sup> quarter. RFB noted once the quarter is underway, that a student could go from in-person to virtual, but not the other way around, as curriculum and logistical/safety/procedurals will be taught initially, so taking someone into face-to-face after 4<sup>th</sup> quarter begins simply won't work.

RFB noted that they will not shift to 4 day in-person; rather, they'll follow this proposal across the board through the quarter as students don't need another change in the short time frame remaining.

Toni noted that a week of virtual instruction after Spring Break is a great way to move back into school mode before jumping into the face-to-face portion of the quarter.

Denise noted that if anything occurs regarding Covid developments and the staff needs Board input, that RFB should reach out immediately and the Board can call a special meeting.

Phil McDade moved approval of the reopening plan, Tom Stolper seconded, motion passed unanimously.

3. **ACTION ITEM:** Discussion and approval of [MG21 Charter School Loss, Damage, Theft Prevention Policy](#)

This was one of the areas that MG-21 was “dinged on” in our audit, so RFB created this policy to meet the requirement. Tom asked who will keep these records, and RFB noted that would be she and Stacy.

Tom S. moved approval of the policy as written, Phil McDade seconded, motion passed unanimously.

4. **ACTION ITEM:** Enrollment limit for 2021-22 Upper Campus and Middle Campus

MC: Currently have 13 students who will return, 11 applications (9 local, 2 open enrollment). Dan Olson would like 20-25 students to support and maintain two staff positions. RFB suggests that 25 should be the upper limit.

Tom H. questions: Remind us of the selection process: Selection by a significant application process and then a lottery (Federal requirement), except that siblings of current students get priority. Also asked about why 25 is a “magic number,” or a roughly 12-1 student/teacher ratio in terms of limiting enrollment. MC building relationships is important, and this smaller class size allows that to happen, especially as the school culture is still being built.

Denise moved approval of 25 maximum students in the Middle Campus, Phil seconded, motion passed unanimously..

UC: RFB says 50 is the limit in terms of numbers and staffing. 44 are either returning or moving up from the MC, so there will be 6 openings for the UC. Currently 9 applications, 4 of which are open enrollment. Denise wondered if we should move to 48 rather than 50 to get closer to our recommendation of a 15-1 student-teacher ratio.

Denise moved approval of a maximum of 50 at the UC, Tom Stolper seconded, motion passed unanimously.

5. ACTION ITEM: Discussion and possible approval of purchase of MG21 school van:

[Van Proposal](#)

See proposal for details, shared by RFB.

Phil McDade noted the issue about using one-time money for something that will need to be replaced. This is an essential tool for teaching, so is it possible to set aside monies into a fund to replace this in a decade? Jerrud has noted that in a zero-based budget this is not possible, and that when the time comes for replacement, that the district will fund it, or if not possible to fund the entire purchase, to set-up a lease-to-own stipulation (We cannot put aside monies each year and carry over in the current budgeting structure of the district.)

Tom Stolper moved to purchase the van as described in the proposal, Thom Evans seconded, motion passed unanimously.

6. MG21 Board Members-[2021 Term Expirations](#)

[Governance Board Member Recruitment and Vacancy Process](#)

See document for explanation of this plan to develop a process around Board membership. Board members should consider their decisions to share for continuation on the Board and we'll revisit this new process in April's meeting.

7. Update re: Hiring Team

Job posted both internally and externally resulting in applications. RFB hasn't yet seen the several applications that have arrived, but it's likely they will be forwarded to her by district HR by the end of this week. The job posting will remain through March 24; if necessary to get a stronger/deeper pool, it can be extended another week. RFB and Paul were trained in the district's new hiring process, and RFB sees it as a strong and useful process. Interviews are likely to fall in early to mid-April.

8. Discussion of [Profile of our MG21 Board](#)-can we create a committee to look at this?

Rebecca, Thom Evans, and Tom Stolper will review the profile and edit its contents to present to the whole board at a later meeting.

**G. Adjournment** Thom Evans moved to adjourn, Denise seconded, motion passed unanimously, meeting adjourned at 6:08.

**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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