**Monday, December 16, 2024**

**Board Minutes**

***6:00 p.m.***

**Meeting Location: 6201 Noble Avenue North, Brooklyn Center, MN 55429**

**Mission**

*Through a global-minded education, we empower and prepare all students with the empathy, knowledge, and skills to take risks and pursue goals that contribute meaningfully to their community.*

**1.0 CALL TO ORDER -**

| **Name** | **December** |
| --- | --- |
| James Cosgrove | x |
| Malaney Peterson | x |
| Jeremy Gharineh | x |
| Paige Lund | x |
| Badrudin Aden |  |

**Guests and Community Members Present:**

| **Name** | **Position/Role** |
| --- | --- |
|  |  |

**2.0 CONFLICT OF INTEREST DECLARATIONS**

**3.0 APPROVAL OF AGENDA**

Motion by: James Cosgrove Seconded by: Jeremy Gharineh

James Cosgrove Yea: x Nay

Jeremy Gharineh Yea: x Nay

Paige Lund Yea: x Nay

Malaney Peterson Yea: x Nay

Badrudin Aden Yea: Nay

**4.0 COMMENTS FROM CITIZENS PRESENT:**

**5.0 APPROVAL OF THE CONSENT AGENDA**

The consent agenda consists of routine matters of business taken as one motion. Board members may request to remove from the consent agenda any items they believe warrants board discussion or a separate vote. These consent items include:

* Personnel Report - [December Personnel Report](https://docs.google.com/document/d/1r1MIhcwJKLyGAc13eiKh93QYKpoa3Bui6L1l9urGANg/edit?usp=sharing)
* November Meeting Minutes- [November Minutes](https://docs.google.com/document/d/1q80ldKrQdIRkY11N909UY7heDz10jSuzgRAgp9SEsJo/edit?usp=sharing)
* December 2nd Special Meeting Minutes- [December Special Meeting Minutes](https://docs.google.com/document/d/14o2QAsMkzEaORIe5A7_xQ8amDhunTLXjpTXx0SgcE7I/edit?usp=sharing)
* June 2024 Financials- [June 2024 Financials](https://drive.google.com/file/d/1U9ZvoWXcW8IVSgsJ9iwXkT_LgXkmlQCU/view?usp=drive_link)

We should be attentive to the cashflow but as the budget is, we should not have to make adjustments later this year.

Motion by: Paige Lund Seconded by : James Cosgrove

James Cosgrove Yea: x Nay

Jeremy Gharineh Yea: x Nay

Paige Lund Yea: x Nay

Malaney Peterson Yea: x Nay

Badrudin Aden Yea: Nay

**6.0 MONTHLY FINANCIALS AND BUDGET**

6.01 November Financials

* November Financials- [November Financials](https://drive.google.com/file/d/1nJ7kq6Wa3Zl9iE0aawSVu3Fehvs1P8O1/view?usp=drive_link)
* November Details- [November Details](https://drive.google.com/file/d/18SR4zhL22l3zo3WBDkgz8mOkyXIOnISF/view?usp=drive_link)

Food service needs to stay really tight as far as not over-ordering. We were able to reduce our numbers from the start of the year pretty quickly, but as of October and November we have been right where we need to be. Time to circle back and check on the employee retention credit. We will also need to stay on top of the daycare as we have been. Daycare and food service were our biggest downfalls last year.

Motion by: James Cosgrove Seconded by: Paige Lund

James Cosgrove Yea: x Nay

Jeremy Gharineh Yea: x Nay

Paige Lund Yea: x Nay

Malaney Peterson Yea: x Nay

Badrudin Aden Yea: Nay

**7.0 PRESENTATIONS AND DISCUSSION ITEMS**

7.01 Enrollment Update: 213 K-7, 15 Daycare

We have two families who did/will move out of our bus zone. We will do a good faith effort to do a parent pick-up, or adjust the bussing. We have another family in Plymouth who wants to enroll but waiting back to hear about transportation as well. We usually send out a flier around this time of year for marketing to see if we can get some more students to enroll. We will also have our award posted in the newspaper and hopefully that can help with enrollment as well.

7.02 Middle School Update- 61 students

Same numbers. Biggest update has been starting the student council for grades 5-7. The kids have been doing a great job with it, not only creating a spirit week during their first week but also with getting the other students to participate!

7.03 Policy Review 1st Reading

* [220 Board Self Reflection Policy](https://docs.google.com/document/d/1ALSlA_WlN2VeZN8DrKUfAOFJRnsW4oIE/edit?usp=sharing&ouid=112506168196582468681&rtpof=true&sd=true)

Check in January what training has been completed by new board members. See when end of year review will happen.

* [412 Employee Reimbursement Policy](https://docs.google.com/document/d/1i_P17vgUekEOYfeHcDVmwwAG9fB0aO33/edit?usp=sharing&ouid=112506168196582468681&rtpof=true&sd=true)

Change the name to TLSA. Keep the airline policy but consider changing the airline reimbursement to just having the school purchase tickets if they wish to benefit from airlines.

**8.0 ACTION ITEMS**

8.01 Policy Review: Final Reading

[703 Fund Balance Policy](https://docs.google.com/document/d/11FJcp1J7zjJBuZFnUCmdXCIwG_tlMEjy/edit?usp=drive_link&ouid=112506168196582468681&rtpof=true&sd=true)

Changes made within policy.

Motion by: Paige Lund Seconded by: Jeremy Gharineh

James Cosgrove Yea: x Nay

Jeremy Gharineh Yea: x Nay

Paige Lund Yea: x Nay

Malaney Peterson Yea: x Nay

Badrudin Aden Yea: Nay

**9.0 JANUARY AGENDA ITEMS:**

* VOA representatives will visit our January Meeting.
* Policy Review Readings: [Policy Review Calendar](https://docs.google.com/document/d/1KfNHvDex-OjNobyBqENR7lV3nabv3oU_n7hgcTKzZ60/edit?usp=sharing)
* FY24 Audit Due December 31

**10.0 ADJOURNMENT**

Motion by: James Cosgrove Seconded by : Jeremy Gharineh

James Cosgrove Yea: x Nay

Jeremy Gharineh Yea: x Nay

Paige Lund Yea: x Nay

Malaney Peterson Yea: x Nay

Badrudin Aden Yea: Nay