



Date: Tuesday, October 20th, 2015

Meeting type: x Regular Special **Meeting was called to order at:** 6:01 PM

Members present: April Grabanski, Missy Madigan, Tiffany Goedjen, Ann Watanabe, Michelle Mills, John Schwirtz
 Kathy Oberstar, Erica Higgins, Manisha Datye, Jason Ulbrich (ex officio)

Members absent: Ashley Hudak, Pete Larson

Invited guests: Matt Mayer

Reports and Discussions

Reports and Discussions		
	Agenda Item	
I.	Call to Order	by Ann Watanabe at 6:01PM
II.	Recitation of Pledge of Allegiance	
III.	Recitation of Eagle Ridge Academy's Mission and Vision Statements	Read by Kathy Oberstar
IV.	Approval of Agenda	
	Amendments:	Kathy proposed a change to item vi. In new business to include verbiage regarding consideration/approval of the defined contribution. Prior verbiage was misleading as to what we were considering/approving
	Motion to Approve:	First: Missy Madigan Second: Tiffany Goedjen
	Vote:	unanimous
V.	Approval of Minutes	September 22nd, 2015 Regular Meeting
	Amendments:	
	Motion to Approve:	First: Manisha Datye Second: Michelle Mills
	Vote:	unanimous
VI.	Public Comment	none
VII.	2014-2015 Audit, Presented by Matt Mayer of BerganKDV	Mr. Mayer presented a true record of Eagle Ridge Academy's financial record at the end of last school year. There were no findings in accordance with government Auditing Standards (No internal control or compliance findings) or compliance with legal provisions contained in the Minnesota Legal Compliance Audit Guide for Local Governments. Overall it was a very positive audit. Mr. Mayer continued to provide specifics of the financial health for Eagle Ridge Academy. He recommends for us to stay focused on increasing fund balance, but is encouraged by the trend in the data.
VIII.	Executive Director Report	Presented by Jason Ulbrich. We did increase enrollment by 3 since the workshop presentation of the report
IX.	Treasurer/Finance Report	Presented by Kathy Oberstar. There are a couple small edits to reflect items being placed in inappropriate line item categories, however, nothing is out of the ordinary.
X.	Working Group/task Force Reports	
i.	Curriculum, Instruction, and Student Achievement (CISA)	Nothing new since the workshop presentation. Meeting Nov. 2nd.

ii.	Governance	Nothing new since the workshop presentation.
iii.	Human Resources	Nothing new since the workshop presentation
iv.	Policy	Meeting later this week. Will likely have two policies to review at the November workshop.
XI.	New Business	
i.	Consider/Approve 2014-2015 Audit Report	
	Amendments:	
	Motion to Approve:	First: Missy Madigan Second: Kathy Oberstar
	Vote:	unanimous
ii.	Consider/Approve Executive Director Report	
	Amendments:	
	Motion to Approve:	First: Manisha Datye Second: John Schwirtz
	Vote:	unanimous
iii.	Consider/Approve September, 2015 Financial Report	
	Amendments:	
	Motion to Approve:	First: Michelle Mills Second: Tiffany Goedjen
	Vote:	unanimous
iv.	Consider/Approve 2015-2016 Executive Director Performance Goals	
	Amendments:	Small update to the 'audit language' to show that minor findings are acceptable, but significant findings are not.
	Motion to Approve:	First: Manisha Datye Second: Kathy Oberstar
	Vote:	unanimous
v.	Consider/Approve Executive Director Consulting Agreement	
	Amendments:	
	Motion to Approve:	First: John Schwirtz Second: Michelle Mills
	Vote:	unanimous (Missy Madigan abstained due to Classical Coordinator position)
vi.	Consider/Approve use of defined contribution model for Health, Dental, and Ancillary Benefits effective January 2016	
	Amendments:	
	Motion to Approve:	First: Ann Watanabe Second: Kathy Oberstar
	Vote:	unanimous
vii.	Consider/Approve Employee Agreement	
	Amendments:	
	Motion to Approve:	First: Tiffany Goedjen Second: Missy Madigan
	Vote:	unanimous
XIII.	Adjourn	7:27PM
	Motion to Approve:	First: Missy Madigan Second: Michelle Mills
	Vote:	unanimous

IX. Motions

	Record of Motions	First/Second	Vote
IV.	Approval of Agenda	Missy Madigan	unanimous
		Tiffany Goedjen	
V.	Approval of Minutes	Manisha Datye	unanimous
		Michelle Mills	
i.	Consider/Approve 2014-2015 Audit Report	Missy Madigan	unanimous
		Kathy Oberstar	
ii.	Consider/Approve Executive Director Report	Manisha Datye	unanimous
		John Schwirtz	
iii.	Consider/Approve September, 2015 Financial Report	Michelle Mills	unanimous
		Tiffany Goedjen	
iv.	Consider/Approve 2015-2016 Executive Director Performance Goals	Manisha Datye	unanimous
		Kathy Oberstar	
v.	Consider/Approve Executive Director Consulting Agreement	John Schwirtz	unanimous (Missy Madigan abstained due to Classical Coordinator position)
		Michelle Mills	
vi.	Consider/Approve use of defined contribution model for Health, Dental, and Ancillary Benefits effective January 2016	Ann Watanabe	unanimous
		Kathy Oberstar	
vi.	Consider/Approve Employee Agreement	Tiffany Goedjen	unanimous
		Missy Madigan	
XIII.	Adjourn	Missy Madigan	unanimous
		Michelle Mills	

Assignments/Action Items

	Description of Action Items	Owner	Due
I.			
II.			