



**BOARD OF DIRECTORS  
WORKING GROUP /  
TASK FORCE REPORT**

**Meeting Information:**

<b>Meeting Name:</b>	CISA Workgroup
<b>Date &amp; Time:</b>	April 6, 2021, 2:20 P.M.
<b>Location:</b>	Zoom
<b>Invitees:</b>	Susan Bloomgren, Missy Madigan, Mandee Gordon, Amanda Heitzman, Jane Wegener Venema, Jason Berger, Rahul Deep
<b>Attendees:</b>	Missy Madigan, Jane Wegener Venema, Jason Berger, Amanda Heitzman

**Meeting Agenda / Objective(s):**

Objective(s)	Upon Debrief: Objective Met?
1. Review Sections 7-15 of Online Program Application	Yes

**Meeting Minutes:**

1. Timeline
  - a. 4/13/21 - CISA-approved application and draft budget will be presented to the Board
  - b. 4/27/21 – Board to decide whether or not to submit application to MDE
  - c. May-June – MDE will offer feedback
2. Notable items
  - a. A new chart was added to section 6 – MN state standards since last review
  - b. Many practices employed by Eagle Ridge Academy will be implemented in the Online Academy
  - c. The handbook drafting will begin if/once the application is approved. This will be a role of the Task Force and will need to be approved by the Board
  - d. Family Technology Help Desk will be manned by a computer tech rather than EA or TA, as it is now
  - e. Emphasis was placed on parent inclusion and engagement in section 13 as it was a topic of importance at the last Board meeting

**Decisions:**

1.	
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**Assigned Action Items (What’s Next?):**

Task	Accountability	Due Date	Date Completed
Missy to share relevant information from 4/9 Gryphon Conversation	Missy	4/20/21	



**What's Been Accomplished?**

Task	Who Was Responsible?	Due Date	Date Completed

**Parking Lot / Issues to be resolved in Future Agendas:**

Date	Issue	Priority	Risk	Notes