



**BOARD MEEING MINUTES**

Tuesday, July 28, 2020, 5:15 pm - 7:00 pm  
 2169 Stillwater Ave E., St. Paul, MN 55119  
 Virtual Board Meeting

**MISSION STATEMENT:** *The mission of Achieve Language Academy is to provide a rigorous, standards-based, data-driven, best practices educational program for students in grades pre-K through 8th grade. Achieve educates the whole child in a safe environment that values diversity and promotes world cultures with a focus on Hmong and Spanish languages.*

Name	7.21.20	7.28.20	8.25.20	9.29.20	10.27.20	11.24.20	12.29.20
Barbara Young	Present	Present					
Patricia Forestal-Ortiz	Present	Present					
Cindy Videen	Present	Present					
Sam Rivard	Present	Present					
Dave Linne	Present	Present					

**1. Call to order – Barbara Young, Board Chair**

- a. Called to order: The meeting was called to order by Board Chair, Barbara Young at 5:21 p.m.
- b. Roll Call Board Members: Barbara Young, Patricia Forestal-Ortiz, Cindy Videen, Sam Rivard and Dave Linne.

- 1. Guest: Amy Petschaur, Kathy, Erin Hartman, Emily Tinawi, Ka Yang, Joshua Lincoln, Jackie Christian, Elizabeth Brandt, Sara Bradfield, Kristen Mandt, Denise Vernstrom, Rebecca Roberts, Marlene Sorenson, AHanson, Bobbi, Kathy Miller, Renee, Jamie Shannon Olson, Stephanie, Katherine Snavelly, Wendy Swanson Choi.

- c. Pledge of allegiance: Conducted by all
- d. ALA Mission Statement: Was read by Cindy Videen
- e. Conflict of Interest: N/A
- f. Authorizer Communication: N/A

**2. Agenda**

- a. The agenda was reviewed by the Board of Directors.
- b. Dave Linne motioned to approve the Board agenda. Motion was seconded by Sam Rivard. All voted in favor, motion passes.

**3. Public Comments**

- a. 2 Public comments were submitted before the deadline.
- b. Stephanie Mensah-Nixon – Parent: Asked the board the following questions:
  - i. What is the difference between an ED and an Academic Coordinator?



- ii. How soon after the board meeting can the public go back to listen to the recording?
  - iii. The Bylaws says ALA can have up to 9 board members, we don't have that. When will the board be filled?
  - iv. When will public questions be answered?
  - v. What is the school's plan for the upcoming school year for the purpose of communicating these plans to families?
- c. Kelly Schwartzbauer – Parent
- i. Was on the list to speak but did not log into Zoom during the public comment period.
- d. Board Chair, Barbara Young, responded that all public comments will be responded to at the next board meeting.

**4. Board Minutes:**

- a. 6.29.20 Board minutes – Edit to remove Andrea Wenker as absent, she resigned on 6/26/2020.
- b. 6.30.20 Board minutes – Edit to remove Andrea Wenker as absent, she was no longer on the Board.
- c. 7.21.20 Board minutes – Edit to Add Cindy Videen's name on the roll call Board list
- d. Cindy Videen motioned to approve the minutes as amended. The motion was seconded by Sam Rivard. Roll calls are as follow. All voted in favor. Motion passes.

Barbara Young	Yes
Patricia Forestal-Ortiz	Yes
Cindy Videen	Yes
Sam Rivard	Yes
Dave Linne	Yes

**5. Data Request Policy**

- a. The updated data policy request was reviewed by the Board of Directors.
- b. Patricia Forestal-Ortiz motioned to approve the Data Request Policy. The motion was seconded by Dave Linne. Roll calls are as follow. All voted in favor. Motion passes.

Barbara Young	Yes
Patricia Forestal-Ortiz	Yes
Cindy Videen	Yes
Sam Rivard	Yes
Dave Linne	Yes

6. **Financial Report for June 30,2020** – The June 30, 2020 Financial Report is postponed to next month's meeting. The check register was not included in the board packet.

**7. Board Chair Updates –**

- a. ED Search – Barbara Young thank all the staff who completed the survey as well as participated in the listening session, she also thank the search committee, stakeholders committee and all the Board members for their time and dedication to this very important process. Lots of hours have been given and the Board is grateful for their efforts.



- b. HAP: As the Interim Management Company, HAP has established a working group that comprised of operations and academic staff to begin working on school readiness for this fall as well as the 3 models.
- c. ANTON Group: The new Finance Company will be working with HAP to ensure the school has a smooth transition process from our current provider to the ANTON Group.
- d. Cindy Videen: requested that a revised budget be brought to the Board at the end of October if possible.

**8. Resignation** – The following staff have resigned from the school

- a. Andrea Wenker
- b. Rebecca Roberts
- c. Kris Levetv
- d. Sue Trimble

**9. Executive Director Recommendation - Approval**

- a. The search process for the Executive Director has concluded. Search Committee Member, Kathy Elze, presented their recommendation to board. The committee would like the board to extend an offer to candidate A as the candidate of choice of the school.
- b. Patricia Forestal-Ortiz motioned to accept the search committee’s recommendation of making an offer to candidate A and designating employment negotiation to Barbara Young to begin the process.
- c. The motion was seconded by Dave Linne. Roll calls are as follow. All voted in favor. Motion passes.

Barbara Young	Yes
Patricia Forestal-Ortiz	Yes
Cindy Videen	Yes
Sam Rivard	Yes
Dave Linne	Yes

**10. Contract Approval**

- a. The Plainview Milk Contract was presented to the Board for the school year 2020-2021.
- b. Cindy Videen motioned to approve the Plainview Milk contract.
- c. The motion was seconded by Dave Linne. Roll calls are as follow. All voted in favor. Motion passes.

Barbara Young	Yes
Patricia Forestal-Ortiz	Yes
Cindy Videen	Yes
Sam Rivard	Yes
Dave Linne	Yes

**11. Meeting Adjourn** – Sam Rivard moved to adjourn the meeting at 5:52 p.m. The motion was seconded Dave Linne. Meeting adjourned. Next Meeting is 8/25/2020. The Board might move the meeting earlier in August as needed.