



3820 Emerson Avenue North Minneapolis, MN 55412 Ph 612-588-3599 Fx 612-588-0217

STA Board of Directors Meeting Minutes

December 14, 2021

3820 Emerson Ave N, Minneapolis 55412 - Via Zoom and in the STA Conference Room

MISSION

STA supports families by embracing change when necessary for the good of the children and serving as a bridge to the community. Staff at STA is dedicated to and held accountable for providing a learning experience that is culturally relevant, challenging and fun.

Item	Description
1.	Call to Order Gina Privratsky called to order a <u>scheduled</u> meeting of the Sojourner Truth Academy School Board meeting at 7:03 am on December 14, 2021 <u>via Zoom</u>. The following persons were present: Members: Robbi Holdreith, Gina Privratsky, Michael Williams,, Margaret Fitzgerald, Laverne Wesley Not present: Pam Young, Eliana Salgado Guzman Ex-Officio: Julie Guy Guests: Paula Latourneau, Robert Procaccini, Maureen Kroening, Paula Latournear, Ann Olsoen
2.	BOARD OPERATIONS: Action Items A. Approval of Agenda: Laverne Wesley made a motion to approve the agenda.

Michael Williams | 2nd the motion.

Motion was passed unanimously.

B. Review and approval of November 16, 2021 minutes:

Michael Williams | made a motion to approve the November 16, 2021 minutes.

Margaret Fitzgerald | 2nd the motion

The motion was passed unanimously.

C. Financials

Bobbi Procaccini presented the financials from November 2021. The highlights from each month are as follows:

- The school year is 42% through the fiscal year.
- As of November 30, 2021, the total revenues were \$2,301,556 compared to a budgeted amount of \$6,590,128 which represents 35% of the total budgeted revenues.
- As of November 30, 2021, the total expenses were \$2,602,937 compared to a budgeted amount of \$7,014,947 which represents 37% of the total budgeted expenses.
- The school is being paid on 308 ADM or 316.80 WADM.
- The school continues to have a healthy cash flow for FY22.
- The total estimated year-to-date Holdback is \$244,388.
- The revised budget will be brought to the next Board meeting in January.
- The audit will be complete by the end of the month

Staff will not receive a bonus this year due to the low enrollment. The messaging to staff will emphasize that STA is in a stable financial situation, but that there will be no bonuses. Ms. Guy has applied for an enrollment loss revenue grant.

There was a glitch in payroll on December 1st when two paychecks went out to all staff. It was rectified by the bank later that day and Julie Guy is working with the bank to put better safeguards in place to be sure that it does not happen again.

Laverne Wesley | made a motion to approve the November 2021 financials.

[Gina Privratsky](#)

2nd the motion.

The motion was passed [unanimously](#).

3.

BOARD OPERATIONS: Non-Action Items

A. Mission Minute:

- [Gina Privratsky](#) gave the mission minute. She thanked all of the staff and students for making the transition to the Folwell Recreation Center for the month of December so smooth, showing flexibility and openness to adjust to a new routine - taking scholars by bus to Folwell for PE. [Paula Letourneau](#) will draft a formal thank you note from the school and Julie Guy will handwrite a thank you to the staff at Folwell for their cooperation and generosity in allowing us to use their space while our gym is being refinished.

B. Mid Year Evaluation process for Ms. Guy

Pam Young will update the Board on Ms. Guy's evaluation at the January meeting.

C. Parent Nomination Awards

[Paula Letourneau](#) has created a certificate for the parents who have been nominated for recognition for their involvement in STA. A plan was made for teachers and board members to call all 20 families in January to tell them of the nomination and to begin a conversation about potential interest in serving on the Board. Michael Williams and Robbi Holdreith will create a script for this. After the phone contact has been made, the certificates will be sent out by mail.

D. Board Training Plan

A plan was created for Board members to watch a pre-recorded PUC training session and come to meetings prepared to discuss the topic. Pam Young and Laverne Wesley will lead the discussions as they attended the sessions live. There are 5 videos to watch, one each in January, February, March, April and May.

E. Board Elections

The Board agreed to update the procedure for counting the ballots of the February Board elections to require **2** not **3** board members to complete the counting. Michael Williams and [Gina Privratsky](#) will be the board members to tally the ballots and Paula will help Gina create a spreadsheet to record the ballots.

F. 2022 Annual Meeting

The annual meeting will be pre-recorded as it was last year. Each board member will be responsible for recording a different section of the meeting. Julie Guy and [Paula Letourneau](#) will script the videos for the recordings.

G. Bellwether timeline

The first meeting of the Advisory Team will take place on Thursday, December 16. The team includes, Ms. Guy, Ms. Ford, Maureen, Ms. Tracey, Ms. Tasha, Ms. Byes, Mr. Will and Ms. Robbi, Paula and Pam Young.

The team will look into the initial findings and will:

- Review and deepen shared understanding of the findings from the School Health Assessment (SHA)
- Collect input and perspectives to inform the development of a draft Student Success Profile for STA
- Co-create a draft Intended Impact statement for STA

H. Board Data -

Ann Olson presented attendance data which shows improvements over last year.

89% of our STA families participated in conferences in November.

Maureen presented fall data from Pre-K through 8 math modules. We are tracking progress in many classrooms. It was noted that our new curriculum is rigorous and right at grade level which is challenging for many of our scholars who are not yet proficient in their expected grade level math skills.

- #### **I. New Business -**
- Julie Guy will be out for several weeks beginning January 6 due to surgery. She anticipates being able to zoom into the January Board meeting on the 25th. We wish her a safe and speedy recovery.

4.	ADJOURNMENT	
	Next meeting: January 25 at 7:00 a. m.	
	Gina Privratsky adjourned the meeting at 8:02 am._____	
	Margaret Fitzgerald	made a motion to adjourn the meeting.
	Robbi Holdreith	2nd the motion.
	Motion was passed unanimously.	

Minutes submitted by
Robbi Holdreith, Board Secretary