

**BlueSky Charter School  
Board of Directors-Minutes  
December 20, 2007**

**Board Members In Attendance**

Jlayne Torma	Chair
Josh Ashton	Vice-Chair
Renee Parcheta	Treasurer
Kathy Taylor	Director
Jennifer Knutson	Secretary

**Staff**

Tom Ellis	Director
Mary Swingle	Assistant Director
Jerry Stalberger	Finance Officer
Andrea Swanson	Social Worker
Jeffrey Schulz	Curriculum Coordinator
Heather Novak	Development Coordinator
Eleanor Groby	Office Assistant Taking Minutes

**Meeting called to order at 10:00 a.m.**

**1. Approval of Agenda**

Add 12A. Family Medical Leave Act, and # 4 should state Approve November Financials not December.

**Motion by Kathy Taylor, second by Renee Parcheta to approve the additions and changes to the agenda 5/0**

**2. Public Input**

No Public Input

**3. Approval of November 2007 Board Meeting Minutes**

# 10 in the minutes Lea should be spelled Leah

# 6 in the minutes should read were here till

**Motion by Josh Ashton, second by Jennifer Knutson to approve November 2007 Board Minutes with changes. 5/0**

**4. Financial Report- Jerry Stalberger**

Jerry Stalberger went over November Financial Sheets, answered questions, and will check into #420 on Expense Sheet and get back to the Board. BlueSky will be receiving regular semi-monthly General Ed funding starting December 30<sup>th</sup> after dropping the ADM's to 700 students from 900.

**Motion by Renee Parcheta, second by Kathy Taylor to approve the November 2007 Financial Report and November 2007 bills in the amount of \$226,569.28. 5/0**

**5. Audit Status-Tom Ellis**

The Audit has been completed and the paperwork is being processed.

Auditors will come to future Board Meeting to go over the Audit and a hard copy will be given to BlueSky sponsor and to the MDE.

## **6. Graduation in January-Mary Swingle**

Graduation will be held at Harriet Island, Thursday, February 7<sup>th</sup>, at 6:30 p.m., with 42 students and a possible 8 more based on BST scores.

## **7. Update on Enrollment-Mary Swingle**

Presently 757 students enrolled, 36 OLL and 12 Adult Ed program. Anticipating a large surge or number of students enrolling in January, as this has been the past history. Presently averaging 20 students a week additional enrollments with the 15 day drop for students not engaged.

## **8. Update on Staffing-Mary Swingle/Heather Novak**

General Ed Teachers have a case load of 175-180 students. Adjusting staff to student numbers to share curriculum and to team teach. Two new fulltime teachers will be hired one for Social Studies and Math to replace vacated Math position. Watching numbers and will be hiring English-Language Art position relatively soon. Will be watching student numbers for possible necessary new staff hiring.

## **9. Accept Resignation of Cherilyn Danielson**

Cherilyn Danielson resigned via Fax last week to Director-Tom Ellis.

**Motion was made by Josh Ashton to accept resignation of Cherilyn Danielson, second by Renee Parcheta. 5/0**

## **10. Update on Online Certification- Jeffrey Schulz**

A discussion on state certification and how BlueSky has received an extension to continue working on the certification till June 2008. Jeffrey will be attending a mandatory workshop put on by the state. ALC application process reviewed.

**11. Counseling Update-Renee Parcheta**-discussed the 15 day drop and how 2 counselors are doing the survey why dropping out, and are receiving feed-back to improve drop out rate, and compiling the survey exit to present at next meeting. The counselors are gearing up for the January anticipated large number of new student enrollments.

## **12. Social Services Update-Andrea Swanson**

The Social Service Department met for a day and brain stormed. Social Service Department will be doing a recertification for all teachers. New curriculum, Life Skills Class will begin 2<sup>nd</sup> semester. Three new support groups have begun, which are grief, young parents, and students living with disabled people. The students will be able to earn a .25 credit for these groups.

### **12 A. Family Leave Act-Tom Ellis**

A discussion of the Family Medical Leave Act, and what the law reads. The Finance Committee has been appointed to have open discussion and talk about a policy for Maternity Leave as well as Medical Leave, and report back to the board.

## **13. Staff Evaluation Process Update-Mary Swingle**

Office Staff evaluated one on one, by administration.

For Licensed Staff, the process is being reevaluated. Presently licensed staff are made aware if not performing to expectations. Looking at trying to continue growth by team building, small group, and peer groups to evaluate each other, as well as Administrative Evaluations follow-up

#### **14. Administration Evaluation Process-Tom Ellis**

The Board evaluates the Administration. The administration team will be developing best practices for all staff as well as Administration. Jennifer Knutson, Jayne Torma, and Tom were appointed to the administrative evaluation committee.

#### **15. Other Items of Concern**

Kathy Taylor would like BlueSky to have the Book part of Drivers Training. Andrea Swanson will send information to Jeffrey Schulz to follow up on the Drivers Training Program.

Professional development plans can include obtaining higher level degrees at quite high cost. BlueSky currently agrees to fund up to 50% of this cost if there is a benefit to BlueSky. Jeffrey Schulz will begin a process of developing and evaluating these plans, and how to fund them.

Tom Ellis informed the Board of the upcoming MACS Annual Meeting on Tuesday, January 29<sup>th</sup> with the legislative section from 3-5 p.m. and dinner following at 6 p.m., and encouraged members to attend.

Tom Ellis asked for February 21, 2008 Board Meeting to be changed to February 14, 2008, which is also the week of MAAPS Conference. Feb. meeting set at Feb. 14, 10 am.

The January 2008 Board Meeting was changed to Tuesday, January 15<sup>th</sup> at 10 a.m., as board members had conflicts on the 17<sup>th</sup>.

#### **16. Adjournment**

**Next Meeting is Tuesday, January 15, 2008 10 a.m.**

**Motion by Kathy Taylor, second by Josh Ashton to adjourn. 5/0  
11:15 a.m.**