

# MINNESOTA ONLINE HIGH SCHOOL Board Meeting

**Date / Time:** 7/21/2015 7:00 p.m.

**Meetings:** Regular meeting of the MNOHS Board

**Meeting Minute Location:** MNOHS Pillsbury Epicenter  
my.epicenternow.org/signin.aspx

**Meeting Invitees:**

**Board Members:**

Stephanie Snidarich  
Brian Cross  
Julie Williams  
Anne Klein  
Anastasia Martin  
Janice Grudecki  
Mark Misukanis  
Stephanie Talati

**MNOHS Executive Director** Elissa Raffa

**MNOHS Technology Coordinator** Mike Tempel

**BDKA Financial:** Chuck Herdegen, Charlotte Wagner

**Meeting Attendees:** Attending at the office: Brian Cross, Julie Williams, Mark Misukanis, Janice Grudecki, Mike Tempel

Attending remotely: Stephanie Snidarich, Elissa Raffa, Anastasia Martin

**Meeting Minutes CC:**

| MEETING PURPOSE  |
|--|
| Regular meeting of the Minnesota Online High School (MNOHS) Board of Directors |

| AGENDA  | NAME   | MINUTES   |
|---|--------|---|
| <b>7:04 PM Call To Order<br/>/Mission Statement</b>     | Brian  | Call to order   |
| <b>7:04 PM<br/>Conflict of Interest<br/>Declaration</b> | Brian  | None  |
| <b>7:05 PM<br/>Consent Agenda</b>                       | Brian  | Julie moved and Mark seconded to approve consent agenda.<br>Motion carried.   |
| <b>7:07 PM<br/>Community concerns</b>                   | Brian  | None  |
| <b>7:07 PM<br/>School Spotlight</b>                     | Elissa | Elissa shared an email from a student who wants to enroll in MNOHS, in which the student stated that his counselor had recommended that he enroll in MNOHS for the first half a year and then rejoin his class at the high school. Elissa remarked that this case would be considered a |

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## Board Meeting

| AGENDA   | NAME            | MINUTES  |
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|  |                 | failure if retaining students is a measure of success.   |
| <b>7: 12 Introduction of Mike Tempel, new Technology Coordinator</b> | Brian           | We officially welcomed Mike to MNOHS.  |
| <b>7:15 PM<br/>Board elections</b>                                   | Brian           | <p>After discussion about the best time for board elections and officer elections, Julie moved and Anastasia seconded the following schedule:</p> <p>Board elections will be held in May and votes will be counted at the May board meeting.</p> <p>Incoming and out going members of the board will attend the June meeting and new board members will be seated at the end of the June meeting.</p> <p>Officers will be elected at the June meeting and new officers will begin their responsibilities at the end of the June meeting.</p> <p>Motion carried.</p>  |
| <b>7:25 PM<br/>Open Board Seat</b>                                   | Brian           | Brian reminded the board that there is still one seat open on the board. He has asked one person about applying but encouraged other board members to do the same.   |
| <b>7:30 PM<br/>Board meeting schedule</b>                            | Brian           | <p>Brian proposed the following schedule:</p> <p>No meeting in August; meetings the third Tuesday of July, November and December; all other meetings the fourth Tuesday of the month</p> <p>Anastasia moved and Mark seconded to approve the proposed schedule. Motion carried.</p>  |
| <b>7:32<br/>Pillsbury Epicenter</b>                                  | Elissa and Mike | Elissa wanted to make sure that everyone had logged in. She said that only she and Jennie will be able to upload to the new site. She will be populating the site with MNOHS foundational documents like our by-laws.  |
| <b>7:35 Executive Director Update</b>                                | Elissa          | <ul style="list-style-type: none"> <li>• Feed back on the June graduation ceremony/anniversary celebration from parents, students and graduates:</li> </ul> <p>Elissa asked for feedback and several people commented that the ceremony was very moving—the student speakers were excellent and the comments from parents and counselors, and the slide show, contributed a lot. Elissa felt that the graduates and families really appreciated the ceremony and reception, but that the event was a bit understaffed and staff tried to do too much. There was some agreement also that the ceremony could be shortened. Everyone agreed the food was good and it was nice to have a meal. Elissa noted that the celebration publicity and celebration didn't really help us reach out to new stakeholders but that we did connect with current stakeholders.</p> <p>Janice observed that the one thing she felt was missing was a moderator for the transition from the ceremony to the celebration—someone who could have shared a bit about the history of MNOHS and the benefits of online learning. There appeared to be general agreement with this.</p> <ul style="list-style-type: none"> <li>• Fall fundraiser/online auction</li> </ul> |

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|        |      | <ul style="list-style-type: none"> <li>• The online auction will begin Oct.1 and run through Oct. 11. Elissa would like the board to work on donations and has set a deadline of Sept. 15. Before then, and as soon as possible, board members need to identify a few donations that will “seed” the site and encourage other donations. This year we will be seeking donations for the virtual desktop which will make it possible for students to participate in MNOHS from public computers (at the library, for example) and will improve access to the school.</li> <li>• Strategic Planning update (progress/ brief update)<br/>Elissa shared that she had rec’d a draft from Anne that incorporated the planning sessions that the board and staff participated in, and that she (Elissa) will be reviewing and revising it with Anne in time for the September Board meeting. Steph T. will also be doing a presentation on social media at that meeting.</li> <li>• Fall enrollment, comparison with last year at this time<br/>Elissa reviewed the four things that affect the MNOHS bottom line: enrollment, retention, spending, and diversification of funding (for example, summer school)<br/>She also reviewed the monitoring cycles (dates that enrollments and retention are measured each quarter) and noted that summer enrollments are up 22% over last year.</li> <li>• Progress on the academic goals in our contract with Pillsbury<br/><b>Increasing the course completion rate:</b> Elissa presented data showing that between 2009-10 and 2014-15 we have increased course completions by 11% and this metric is up 3.7% over last year. She noted that things that hurt the student experience, like losing a teacher or changing to a new course management system, also hurt the course completion rate.<br/>Elissa is very encouraged about the completion of the advisories and credits Ramp up to Readiness for the rate shooting up from the low 30% last year to 48% this past year. She feels that relevance is a key (Ramp up is all about students’ futures) and also that we now have a critical mass of students who are setting a participatory culture.<br/><b>Improving average GPA:</b> the trend line is flat but this may be because staff are implementing “success plans” with the students to encourage passing with a minimum passing grade when that is the best choice available.<br/><b>Improving performance on nationally normed reading and math tests:</b><br/>This is difficult to measure until/unless more students participate in pre and post-tests; this is a priority for the</li> </ul> |

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|                            |       | <p>coming year.</p> <ul style="list-style-type: none"> <li>• Other updates</li> </ul> <p>The new enrollment system is live. Elissa is hiring a new biology teacher. Course development in math and Spanish is proceeding this summer. The partnership with Yinghua Academy is proceeding. MNOHS has 4 presentations at the upcoming MN E-learning Summit.</p> |
| <b>9:00 PM<br/>Adjourn</b> | Brian | Julie moved to adjourn. Mark seconded. Motion carried.<br>Brian reminded us that the next board meeting is 9/22 at 7 p.m.   |

| ACTION ITEMS   | DATE DUE | ASSIGNED | Comments |
|--|----------|----------|----------|
| <ul style="list-style-type: none"> <li>• Solicit items for the online Auction</li> </ul> | Sept. 15 | Everyone |          |



# MINNESOTA ONLINE HIGH SCHOOL Board Meeting

**Date / Time:** 9/22/2015 7:00 p.m.

**Meetings:** Regular meeting of the MNOHS Board

**Meeting Minute Location:** MNOHS Pillsbury Epicenter - [my.epicenternow.org/signin.aspx](http://my.epicenternow.org/signin.aspx)  
MNOHS web site -  
[http://www.mnohs.org/images/Board/MNOHS\\_Board\\_Minutes.pdf](http://www.mnohs.org/images/Board/MNOHS_Board_Minutes.pdf)

**Meeting Invitees:**

**Board Members:**

Stephanie Snidarich  
Brian Cross  
Julie Williams  
Anne Klein  
Anastasia Martin  
Janice Grudecki  
Mark Misukanis  
Stephanie Talati

**MNOHS Executive Director** Elissa Raffa

**MNOHS Technology Coordinator** Mike Tempel

**BDKA Financial:** Chuck Herdegen, Charlotte Wagner

**Meeting Attendees:** Attending at the office: Brian Cross, Julie Williams, Mark Misukanis, Stephanie Talati

Attending remotely: Stephanie Snidarich, Elissa Raffa, Anastasia Martin, Janice Grudecki, Anne Klein

**Meeting Minutes CC:**

| MEETING PURPOSE  |
|--|
| Regular meeting of the Minnesota Online High School (MNOHS) Board of Directors |

| AGENDA  | NAME   | MINUTES  |
|---|--------|--|
| <b>7:00 PM Call To Order /Mission Statement</b> | Brian  | Call to order  |
| <b>7:01 PM Conflict of Interest Declaration</b> | Brian  | None   |
| <b>7:02 PM Consent Agenda</b>                   | Brian  | Julie moved and Stephanie T. seconded to approve consent agenda. Motion carried.               |
| <b>7:03 PM Community concerns</b>               | Brian  | None   |
| <b>7:04 PM</b>                                  | Elissa | Elissa shared a comment from a student who described MNOHS assignments as “requiring thought.” |

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## Board Meeting

| AGENDA  | NAME     | MINUTES   |
|---|----------|---|
| <b>School Spotlight</b>   |          |   |
| <b>7: 05 Using Epicenter</b>  | Brian    | Brian noted that he had trouble downloading the board packet from Epicenter and asked if Elissa could upload the documents to Dropbox and send the board the link prior to the meeting. She agreed to do this from now on.  |
| <b>7:07 PM<br/>Draft of the strategic plan</b>                      | Anne     | <p>Anne presented the draft of the strategic plan, emphasizing that this is a work in progress and noting that she wants to reach agreement on the goals and strategic principles—“Is this what the school needs to thrive and survive?”</p> <p><b>Comments from board members included:</b></p> <ul style="list-style-type: none"> <li>• Principles are good/strong</li> <li>• There are too many goals to be practical (Anne feels that a lot of goals is a good thing and that once we feel comfortable we will prioritize.)</li> <li>• Principle #3-MNOHS contributes to and draws strength from external community—is the most important for the board.</li> <li>• There are three focuses of the goals—faculty and staff, students, and community</li> <li>• Clearly some goals matter more than others—for example, #6 under principle 1 seems like the most important</li> </ul> <p><b>Questions included:</b></p> <ul style="list-style-type: none"> <li>• Regarding principle #2—What is our capacity to understand emerging technologies? We need to do it, but can we do it? (Elissa noted that when MNOHS started we were using an email client as our earning platform and we managed to move forward. We may be a little behind on the curve, but we know where we are on the curve. We do need to focus on this but right now it isn’t a responsibility that’s been assigned to anyone.)</li> <li>• What is the profile referred to in principle #1? (Elissa said it is a document describing the school to the community, with an emphasis on data.)</li> <li>• Is the idea to choose a priority for each year? (Anastasia noted that it is more likely that for each goal there would be tactics spread out over all 5 goals.)</li> </ul> <p><b>Next steps:</b><br/>Anne wants to get everyone on the same page about principles and goals, then prioritize, before we draft tactics and action steps. There was general agreement with this approach.<br/>Faculty and staff will prioritize and Elissa will let the board know about these, then she will draft action steps for the priorities.</p> |
| <b>7:45 PM<br/>Board training:<br/>Social Media Overview</b>        | Steph T. | Steph provided a comprehensive overview of social media—a way for people to communicate and interact online. Presentation was recorded to have it available for future board members.   |
| <b>8:30 PM<br/>Charter School Staff<br/>Development Day—Oct. 15</b> | Elissa   | Pillsbury is sponsoring a charter school staff development day and has invited board members. Elissa will send more information to the board.   |

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|---------------------------------------|--------|---|
| <b>8:35</b><br><b>Auction update</b>  | Elissa | Elissa asked that we drop off auction items at the office, but call ahead first. She also asked that board members share information about the auction to family and friends and post it on their Facebook pages.   |
| <b>8:40 Executive Director Update</b> | Elissa | <p><b>Enrollments and retention</b><br/>We are down 5-7% in enrollments over quarter 1 a year ago. Not a crisis but we need to pay attention to outreach and also to the student experience. Elissa noted that our supplemental enrollments have really grown due to the Chinese program and good relationships with district counselors, but comprehensive enrollments are not growing. Also, our enrollments from the Minnesota Autism Center may decrease if parents decide that MNOHS is not an appropriate placement.</p> <p>Apparently many charter schools are seeing enrollments drop by about this same amount. Elissa asked the question, “Are there changes in the landscape we need to pay attention to?”</p> <p>Stephanie S. mentioned that the Learning Disability Association served as a dropoff point for old computers as a way of raising awareness of their organization.</p> <p><b>Spending</b><br/>Elissa is watching this carefully</p> <p><b>Diversification of revenue</b><br/>The Chinese program and summer program are good examples of this.</p> <p><b>Authorizer Accountability Plan and the PUC Performance Framework</b><br/>Pillsbury would like to continue to work with the goals we’ve identified on our contract with them, but also start tracking and reporting on some metrics that they can report across all of their schools. This represents more work for MNOHS but also the opportunity to report on metrics that are meaningful to us and also to work with the Search Institute—they will disaggregate student survey data by the amount of time the student was with MNOHS (dose).</p> |
| <b>9:00 PM</b><br><b>Adjourn</b>      | Brian  | Julie moved to adjourn. Steph T. seconded. Motion carried.  |

| ACTION ITEMS  | DATE DUE | ASSIGNED | Comments |
|---|----------|----------|----------|
| <ul style="list-style-type: none"> <li>• Spread the word about the auction</li> </ul> | Oct. 1   | Everyone |          |

# MINNESOTA ONLINE HIGH SCHOOL Board Meeting

**Date / Time:** October 27, 2015 7pm

**Meetings:** Regular meeting of the MNOHS Board

**Meeting Minute Location:** MNOHS Pillsbury Epicenter - [my.epicenternow.org/signin.aspx](http://my.epicenternow.org/signin.aspx)  
MNOHS web site -  
[http://www.mnohs.org/images/Board/MNOHS\\_Board\\_Minutes.pdf](http://www.mnohs.org/images/Board/MNOHS_Board_Minutes.pdf)

**Meeting Invitees:** **Board Members:**  
Stephanie Snidarich  
Brian Cross  
Julie Williams  
Anne Klein  
Anastasia Martin  
Janice Grudecki  
Mark Misukanis  
Stephanie Talati  
**MNOHS Executive Director** Elissa Raffa  
**BDKA Financial:** Chuck Herdegen, Charlotte Wagner

**Meeting Attendees:** Attending at the office: Brian Cross, Mark Misukanis  
Attending remotely: Anastasia Martin, Elissa Raffa, Janice Grudecki, Stephanie Snidarich, Anne Klein

**Meeting Minutes CC:**

| MEETING PURPOSE  |        |  |
|--|--------|--|
| Regular meeting of the Minnesota Online High School (MNOHS) Board of Directors |        |  |
| AGENDA   | NAME   | MINUTES  |
| 7:01 Call to Order   | Brian  |  |
| 7:02 Reading of Mission  |        |  |
| 7:03 Conflict of Interest  |        |  |
| 7:03 Community Concerns  | Brian  | none   |
| 7:04 School Spotlight  | Elissa | <ul style="list-style-type: none"> <li>• Elissa shared a message from a parent of a supplemental student who is taking Math online. After summer session was successful, he decided to stay online during the school year. The student has said that not having the stress of a Math class at his bricks and mortar school has made a huge difference. He is earning As and Bs in all his courses.</li> <li>• Elissa also reported updates in recognition of students who are doing well in their courses on a weekly basis (when attendance is submitted). There has been a positive response from students &amp; parents.</li> </ul> |



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| <p><b>7:10 PUC Staff Forum</b></p>                       | <p>Brian Anastasia</p>   | <ul style="list-style-type: none"> <li>• Brian reported that it was nice to connect with PUC people and put names and faces together. Also reported about sessions he attended. Morning session included positive feedback about MNOHS website and ideas for marketing charter schools</li> <li>• Anastasia reported her experience attending the Staff Forum. Sessions were mostly presented by consultants. Expects that future forums will be improved based on feedback from participants.</li> <li>• Attendees were: Ashley Voss (Administrative Assistant), Ashley Jensen (Science teacher), Lori Breidenbach (English teacher), Anastasia Martin (Social Studies Teacher/Board Member), Mike Tempel (Technology Coordinator)</li> </ul> |
| <p><b>7:19 Approve Consent and Meeting Agenda</b></p>    |                          | <p>Mark moved to accept consent agenda. Anastasia seconded. Passed unanimously.</p>  |
| <p><b>7:20 Strategic Plan, Draft 2 (voting item)</b></p> | <p>Elissa Anne Klein</p> | <p>13 teachers/staff gave additional feedback</p> <p>Elissa added some more details to the strategic plan.</p> <p>Discussion of whether approval of a Strategic Plan is a voting item. Mark stated that the Board’s role as a policy-making body is to vote on goals and principles. Executing these are Elissa’s role.</p> <p>Mark moved to adopt the Strategic Plan with the Guiding Principles, Strategic Principles and Goals. Anastasia seconded the motion.</p> <p>Passed unanimously.</p> <p>Elissa shared that the action steps of the Strategic Plan will include some policy and governance decisions to be made by the Board.</p> <p>Thank you to Anne Klein to for guiding us in the process!</p>                                  |
| <p><b>7:31 Additional bank (voting item)</b></p>         | <p>Elissa</p>            | <p>Elissa reported that due to a financial error made by MDE, our current bank account has exceeded its insurable limit (through FDIC). This is also a compliance issue because we are required by our authorizer to keep our balance below the FDIC limits. Chuck at BDKA is the person who brought this to Elissa’s attention. He</p>  |

## **MINNESOTA ONLINE HIGH SCHOOL Board Meeting**

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|  |               | <p>suggested we contact our current bank (Highland) to explore his suggested recommendations. Highland was unable to offer what Chuck had suggested, so his recommendation was to find an additional bank.</p> <p>To bring the balance down, we have pre-paid our rent and our bill to BKDA a couple of months.</p> <p>Mark: Is this a short-term problem? Elissa: If our enrollments grow and our fund-balance increases, we will need to have a second account.</p> <p>Mark made motion to give Elissa authorization to open a second bank account for MNOHS. Janice seconded. Unanimous approval.</p> <p>Janice works in the banking industry and offered to help find a bank that can offer us a free account.</p>   |
| <p><b>7:40 Auction Report</b></p>              | <p>Elissa</p> | <p>Financially about the same as 2014. Will net about \$2000 (need to pay BiddingForGood to host the auction). Catalog value was almost the same as 2014. The main purpose is to promote MNOHS. For 2016 consider how we can improve it. Food items (restaurants/grocery stores) were the items that earned the most bids.</p>   |
| <p><b>7:43 Give to the Max in November</b></p> | <p>Elissa</p> | <p>We should promote, but not comfortable going back to the same people we reached out to at Graduation and for the Auction. Elissa suggested only contacting parents.</p> <p>Brian asked: What was result of 2013 Give to the Max vs. 2014? (there was no auction in 2013, but there was an auction in 2014) . Elissa reported that Give to the Max did earn more in 2013, but 2014 auction ended right before Give to the Max day. In 2013 MNOHS was also drawn for a “golden ticket” (\$1000 bonus)</p> <p>Anastasia asked if request could be made to current parents through Parent Coordinator (Jennie Mulhern). Elissa stated that this would be the plan.</p> <p>Brian asked if we wanted to plan our giving in order to potentially win a “golden ticket”. “Golden tickets” are a</p> |

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|   |               | <p>bonus financial incentive – for each hour that donations are made, one random donor is selected to win \$1,000. The way to maximize this is to make a donation, for example, at 3:50am and then again at 4:00am. This would count as 2 separate hour donations; and entries into both the 3am and 4am drawings. Brian will email board members individually to determine what times donations could be made.</p>  |
| <p><b>Executive Director’s Update and Budget Discussion</b></p> <ul style="list-style-type: none"> <li>• <b>MNOHS School Profile, 2015</b></li> </ul> | <p>Elissa</p> | <p>Elissa shared Enrollment and retention data for the five enrollment periods (including summer). June was up 21%. Quarter 1 enrollments have been down (as were course completion rates in summer).</p> <p>First day of Quarter 2 is November 10 and Drop/Add deadline is November 23, so we will have a sense of Q2 at the November board meeting (11/17), but not the final count.</p> <p>Audit of financial statements is scheduled for tomorrow (10/28).</p> <p>December meeting will likely include a new budget to vote on based on the lower enrollments and the FY2015 books being closed for the audit.</p> <p>In progress:<br/>Many academic changes: weekly synchronous faculty/staff meetings, course revisions/developments</p> <p>Some marketing ideas in progress:</p> <ul style="list-style-type: none"> <li>- Whisper campaigns, Halloween candy wrappers</li> <li>- Steph (Talati) and Elissa have had conversations about different ways to market: Google ads and <i>interactive</i> social media (as opposed to just ‘active’ on social media) with people are some ideas. Brian shared that advertising on Pinterest was suggested at the PUC session he attended.</li> </ul> <p>MNOHS has been in contact with a national company based in Minnesota with a foundation that supports educational efforts. They were made aware of MNOHS through a casual conversation between a MNOHS staff member and her friend who works at the company.</p> |

## **MINNESOTA ONLINE HIGH SCHOOL Board Meeting**

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|  |  | <p>Elissa has prepared a new School Profile as a means of introduction.</p> <p>Landscape Analysis -- Elissa has been watching other online schools opening, new charter schools and attended webinar sharing results of a study by Mathematica that included interviews of leaders of online schools. Results of the study are pretty negative. Their recommendation – states stop approving online schools until some of the issues are worked out. Elissa anticipates this will add to the negative publicity that online schools get, BUT will be beneficial to MNOHS in the long run because we can stand up to the scrutiny.</p> <p>Mark found and shared the link to the Mathematica report. (<a href="http://www.mathematica-mpr.com/our-publications-and-findings/publications/inside-online-charter-schools">http://www.mathematica-mpr.com/our-publications-and-findings/publications/inside-online-charter-schools</a>) Elissa discussed why some of these points are not really about MNOHS and more about corporate schools. The one factor that <u>is true</u> for MNOHS is the struggle with student engagement.</p> <p>Mark asked: Should we prepare a response to this release? Elissa – yes, she will write a response and ask for interested Board members to give feedback.</p> <p>Elissa is also working on two reports to MDE – the annual charter school report and how we are complying with the World’s Best Workforce statutory requirements.</p> <p>Evaluation of PUC – Elissa participated in this by interview. Brian and Elissa also completed a survey together. This evaluation process is called Minnesota Authorizer Performance Evaluation System (MAPES) and is conducted every three years.</p> |
| <b>8:29 Adjourn</b>  |  | <p>Mark moved to adjourn<br/>Janice seconded. Unanimous decision to approve.</p>   |
| <p><b>Board Meetings for 2015</b></p> <ul style="list-style-type: none"> <li>• November 17</li> <li>• December 15</li> </ul> |  |  |

## **MINNESOTA ONLINE HIGH SCHOOL Board Meeting**

| ACTION ITEMS  | DATE DUE              | ASSIGNED              | Comments   |
|---|-----------------------|-----------------------|--|
| <ul style="list-style-type: none"> <li>• Research banking options</li> </ul>  |                       | Janice/Jennie Mulhern | Elissa will copy Janice on email to Jennie Mulhern so they can coordinate efforts to find a bank to establish a second MNOHS account.  |
| <ul style="list-style-type: none"> <li>• Give to the Max email</li> </ul>     |                       | Brian                 | Brian will email board members to reply to him only times that donations can be made. The goal is to spread out donations so that we have the potential to win a “golden ticket” during any given hours’ random drawing. |
| <ul style="list-style-type: none"> <li>• Give to the Max donations</li> </ul> | Thursday, November 12 | All                   | Log in at your chosen hour(s) (coordinated with Brian) and make a donation   |



# MINNESOTA ONLINE HIGH SCHOOL Board Meeting

**Date / Time:** 11/17/2015 7:00 p.m.

**Meetings:** Regular meeting of the MNOHS Board

**Meeting Minute Location:** MNOHS Pillsbury Epicenter  
my.epicenternow.org/signin.aspx

**Meeting Invitees:**

**Board Members:**

Stephanie Snidarich  
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Stephanie Talati

**MNOHS Executive Director** Elissa Raffa

**MNOHS Technology Coordinator** Mike Tempel

**BDKA Financial:** Chuck Herdegen, Charlotte Wagner

**Pillsbury United Communities:** Lexi Prah

**Meeting Attendees:** Attending at the office: Brian Cross, Julie Williams, Stephanie Talati, Lexi Prah  
Attending remotely: Stephanie Snidarich, Elissa Raffa, Anastasia Martin, Anne Klein

**Meeting Minutes CC:**

**MEETING PURPOSE**

Regular meeting of the Minnesota Online High School (MNOHS) Board of Directors

| AGENDA  | NAME   | MINUTES  |
|---|--------|--|
| <b>7:05 PM Call To Order /Mission Statement</b> | Brian  | Call to order  |
| <b>7:07 PM Conflict of Interest Declaration</b> | Brian  | None   |
| <b>7:08 PM Consent Agenda</b>                   | Brian  | Julie moved and Stephanie T. seconded to approve consent agenda. Motion carried.   |
| <b>7:09 PM Community concerns</b>               | Brian  | None   |
| <b>7:10 PM School Spotlight</b>                 | Elissa | Elissa shared several poignant student responses to the question "What would you like us to know about you?" ("I like to write and dance. I'm a good kid. I'm a positive person.") and to the question "What |

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## Board Meeting

| AGENDA  | NAME      | MINUTES  |
|---|-----------|--|
|   |           | motivates you to finish high school?" ("I'll be the first in my family for 2 generations to graduate.")  |
| <b>7: 15 MACS Annual Mtg</b>                    | Anastasia | Anastasia noted that the MACS annual meeting is 12/8 and that there are several workshops that sound good. She will be attending two sessions. She sent the link earlier—if you want to register the deadline is 12/1.   |
| <b>7:17 PM<br/>Academic Oversight Committee</b> | Elissa    | Elissa was asking for approval of the proposed committee structure— joint staff and student committee. Julie asked if this was really a voting item for the board as it seems to be more of an operations issue, not a policy issue. Julie moved to remove the oversight committee from the agenda as a voting item. Anastasia seconded. Motion carried.   |
| <b>7:25 PM<br/>WBWF Strategic Plan</b>          | Elissa.   | Elissa talked about the alternative accountability plan that MACS has proposed for any program where at least 70% of the students are eligible for graduation incentives. We also discussed Myron Orfield's recent report that condemned charter schools as "selecting" students and contributing to "racial re-segregation."  |
| <b>7:37 PM<br/>Combined Annual Reports</b>      | Elissa    | Julie moved. Anastasia seconded to approve combined annual report. Motion carried.   |
| <b>7:43<br/>GiveMN update</b>                   | Elissa    | <p>We raised \$1000 from 22 donations, but the amount of time the staff was able to devote to this was minimal this year and no parent letter was sent. It was promoted through an email to parents and through the parent newsletter, and there were a few reminders sent, but it also was right after the auction. Steph T. noted that she tried to make a donation multiple times and the system didn't work.</p> <p>Brian raised the question about changing the date of the auction to spring and also wondered whether we should do only one—the auction or Give to the Max day. Elissa said that at this moment both of these help us to get our name out and that might be more important than the money.</p> <p>Anne volunteered to send thank you letters.</p>   |
| <b>7:50 Executive Director Update</b>           | Elissa    | <p><b>Enrollments and course completions</b></p> <p>Elissa reported that enrollments are down 5.7% but that it is important to put this figure in context—we are down from last year which was the year with the highest enrollment in the history of the school. There is also much more competition to keep students and as part of this effort more and more districts offer their own in house online programs. She also mentioned that we did experience some operational issues. Steph T. suggested that it would be good to do a root cause analysis of the lower enrollments.</p> <p>Elissa also mentioned that although enrollments are down, course completions are up.</p> <p>She discussed two opportunities: the "big box" schools have lost their NCAA approval and MNOHS is currently working with 3 competitive swimmers. Elissa is talking with them and their parents about supporting student athletes.</p> |

# MINNESOTA ONLINE HIGH SCHOOL

## Board Meeting

| AGENDA                     | NAME  | MINUTES  |
|----------------------------|-------|--|
|                            |       | A care and treatment center has expressed interest in working with MNOHS to allow students in a correctional facility to start a course with MNOHS while they are in detention that they could continue after they are released. |
| <b>8:10 PM<br/>Adjourn</b> | Brian | Steph T. moved to adjourn. Julie seconded. Motion carried.   |

| ACTION ITEMS | DATE DUE | ASSIGNED | Comments |
|--------------|----------|----------|----------|
|              |          |          |          |





# MINNESOTA ONLINE HIGH SCHOOL Board Meeting

**Date / Time:** 12/15/2015 7:00 p.m.

**Meetings:** Regular meeting of the MNOHS Board

**Meeting Minute Location:** MNOHS Pillsbury Epicenter  
my.epicenternow.org/signin.aspx

**Meeting Invitees:**

**Board Members:**

Stephanie Snidarich  
Brian Cross  
Julie Williams  
Anne Klein  
Anastasia Martin  
Janice Grudecki  
Mark Misukanis  
Stephanie Talati

**MNOHS Executive Director** Elissa Raffa

**MNOHS Technology Coordinator** Mike Tempel

**BDKA Financial:** Chuck Herdegen, Charlotte Wagner

**Pillsbury United Communities:** Lexi Prahl

**Meeting Attendees:** Attending at the office: Brian Cross, Julie Williams, Stephanie Talati, Mark Misukanis

Attending remotely: Stephanie Snidarich, Elissa Raffa, Anastasia Martin, Anne Klein

**Meeting Minutes CC:**

| MEETING PURPOSE  |
|--|
| Regular meeting of the Minnesota Online High School (MNOHS) Board of Directors |

| AGENDA  | NAME  | MINUTES  |
|---|-------|--|
| <b>7:05 PM Call To Order /Mission Statement</b> | Brian | Call to order  |
| <b>7:06 PM Conflict of Interest Declaration</b> | Brian | None   |
| <b>7:07 PM Consent Agenda</b>                   | Brian | Julie moved and Mark seconded a motion to move the management report to the regular agenda. Julie moved and Mark seconded a motion to add a report on the MACS conference to the regular agenda. Julie moved to approve the amended regular agenda and to accept the consent agenda.<br>All motions carried. |
| <b>7:12 PM Community concerns</b>               | Brian | None   |

# MINNESOTA ONLINE HIGH SCHOOL

## Board Meeting

| AGENDA  | NAME      | MINUTES   |
|---|-----------|---|
| <b>7:12 PM<br/>School Spotlight</b>           | Anastasia | <p>Anastasia shared the perspectives of several parents, from the parent/teacher conferences, including one mother who reported that her son has had more hands on help in the last 3 weeks in MNOHS than in the last 3 years at the traditional school. Brian suggested posting the comments to the blog.</p> <p>Brian noted that Stephanie S. has earned her PhD. Congratulations to Stephanie!</p>   |
| <b>7: 19 Board Training Plan</b>              | Elissa    | <p>Elissa and Stephanie S. have been working on a training plan and also on the online board training component. Elissa reviewed the state mandated training for charter school boards. MACS offers free basic courses in all 3 areas for member schools. MNOHS Board Course will be ready in January.</p> <p>Proposed plan – Keep working with BKDA for finance training. Every board member will be asked to take the 1.5 hour MNOHS Board Course. Optional: Each one of us take one workshop from MACS or another agency. If you do this let Elissa know so she can track it. To get into a MACS training call and let them know that you are on the board of MNOHS.</p>   |
| <b>7:35 PM<br/>Measure My Board Survey</b>    | Anastasia | <p>We discussed the value of taking this very short ( 3 or 4 minute) survey and comparing the results with the survey we currently use to see if we can improve our process. Anastasia agreed to set up the survey and send the link. Steph T. noted that the most important function is coming up with actionable items. She asked how that had worked for us in the past. Brian said that not many actionable items had been identified from our past surveys. Anne and Steph T. pointed out that surveys are helpful in general because you can collect information before discussing it. Julie moved to ask all board members to take the survey. Anastasia seconded. Motion carried.</p>   |
| <b>7:45 PM<br/>MACS Annual Meeting report</b> | Anastasia | <p>Anastasia attended the MACS annual meeting on Dec. 8<sup>th</sup>.and a training session by Parents United. We can sign up on their website for an education update written for parents. They also offer “Civics 101” sessions in cooperation with MACS.</p> <p>MACS will attend a hearing at MDE on Jan. 8 about “resegregation” and charter schools. What has been proposed would require charter schools to submit a plan to MDE if more than 20% of the student population falls into a protected class., showing how the school is trying to desegregate. Charter schools have been exempt because some have culturally oriented programming and because school choice is a policy priority. MACS has suggested that if you are concerned you can submit written comments to MDE or attend the hearing.</p> |
| <b>7:55 PM<br/>BKDA Management Report</b>     | Julie     | <p>Julie asked when we would get a second bank account. We have more in Highland than is insured. Elissa said this would be done by the end of January.</p>   |
| <b>8:00<br/>Executive Director Update</b>     | Elissa    | <p><b>Budget training:</b> Elissa noted that in the annual report there is a chart with all of the training we’ve done. Elissa asked if every board member could complete a 1 hour online training by the end of February. Everyone agreed to this.</p>   |

# MINNESOTA ONLINE HIGH SCHOOL

## Board Meeting

| AGENDA                     | NAME  | MINUTES  |
|----------------------------|-------|--|
|                            |       | <p><b>Enrollment mix:</b> The school is enrolling a lot of supplemental students, Advanced Chinese students and students referred by a disability resource center but we are enrolling fewer comprehensive students and supplemental students taking more than 50% of their courses through MNOHS.</p> <p><b>Retention rate:</b> We had a decrease in enrollment in Q1 over Q1 last year, but the rate of course completion rose. We discussed what a reasonable rate of increase in completion rate would be. Our contract with Pillsbury states 10% but we've rarely reached this. Steph T. asked what was driving the increase. Elissa responded that the teachers have made gradual improvements in their courses, that an increase in support and better technology have also driven the upward trend. She noted that one event at our small school can make a big difference.</p> <p>Steph T. suggested that the average growth in course completion rate over all the years is about 3% and that would be a better benchmark. Julie wondered if supplemental students were more likely to complete a course. Elissa said that this is true but not as high as it used to be. She will bring data about this.</p> <p>Mark expressed concern that the other side of this is that if the completion rate is 55% then 45% aren't and that is a problem. Elissa explained that often students sign up but don't do anything or drop but don't let MNOHS know. Those drive up the non-completion rate. Elissa felt that it would be more meaningful to calculate the completion rate for students who stay through the whole quarter. Julie agreed.</p> <p>Elissa noted that the way progress is measured and counted for the Pillsbury Performance Framework might serve as an alternative to state-mandated testing. She acknowledged that this is very forward-thinking on the part of Pillsbury.</p> <p><b>Academic Oversight Committee:</b> Janice and Anastasia agreed to be the board rep on this group.</p> <p><b>Special meeting:</b> There will be a special board meeting scheduled annually, sometime early in February, held in conjunction with a parent meeting. This meeting is required as part of the World's Best Workforce Initiative and will provide an opportunity to update stakeholders on how we are doing.</p> <p><b>Admin:</b> The staff continue to look for ways and places to publicize MNOHS. They are planning a student survey, required by PUC, to better understand the student population and to demonstrate program impact. The survey was developed by Search Institute around their 8 categories of developmental assets.</p> |
| <b>8:30 PM<br/>Adjourn</b> | Brian | Julie. moved to adjourn. Steph T. seconded. Motion carried.  |
|                            |       |  |

**MINNESOTA ONLINE HIGH SCHOOL**  
**Board Meeting**

| ACTION ITEMS | DATE DUE | ASSIGNED | Comments |
|--------------|----------|----------|----------|
|              |          |          |          |



# MINNESOTA ONLINE HIGH SCHOOL Board Meeting

**Date / Time:** 1/26/2016 7:00 p.m.

**Meetings:** Regular meeting of the MNOHS Board

**Meeting Minute Location:** MNOHS Pillsbury Epicenter  
my.epicenternow.org/signin.aspx

**Meeting Invitees:**

**Board Members:**

Stephanie Snidarich  
Brian Cross  
Julie Williams  
Anne Klein  
Anastasia Martin  
Janice Grudecki  
Mark Misukanis  
Stephanie Talati

**MNOHS Executive Director** Elissa Raffa

**MNOHS Technology Coordinator** Mike Tempel

**BDKA Financial:** Chuck Herdegen, Charlotte Wagner

**Pillsbury United Communities:** Lexi ?

**Meeting Attendees:** Attending at the office: Brian Cross, Julie Williams, Stephanie Talati, Mark Misukanis

Attending remotely: Stephanie Snidarich, Elissa Raffa, Anastasia Martin, Anne Klein

**Meeting Minutes CC:**

| MEETING PURPOSE  |
|--|
| Regular meeting of the Minnesota Online High School (MNOHS) Board of Directors |

| AGENDA  | NAME   | MINUTES  |
|---|--------|--|
| <b>7:00 PM Call To Order /Mission Statement</b> | Brian  | Call to order  |
| <b>7:01 PM Conflict of Interest Declaration</b> | Brian  | None   |
| <b>7:02 PM Consent Agenda</b>                   | Brian  | Julie moved and Steph T. seconded to approve the consent agenda.   |
| <b>7:02 PM Community concerns</b>               | Brian  | None   |
| <b>7:03 PM School Spotlight</b>                 | Elissa | Kudos to Anastasia for having “one of the most highly rated presentations” at the MN Learning Commons summit. She has been invited to give the presentation again this year. High praise to Lori |

# MINNESOTA ONLINE HIGH SCHOOL

## Board Meeting

| AGENDA   | NAME   | MINUTES  |
|--|--------|--|
|  |        | from a parent who mentioned her “non-judgmental” approach.   |
| <b>7: 05 Policy review process</b>                 | Julie  | Julie shared with the board the way that policies are currently reviewed. She reads through each one every year on a schedule that breaks them into three or four groups. She and Elissa work on revisions, when there are any, together and then bring them to the board. Two policies need research and revisions that Julie would like someone else to help with. Mark and Steph T. offered to work on these. Julie will send the policies and a summary of the issues to them after the meeting.   |
| <b>7:10 PM<br/>Legal status of charter schools</b> | Elissa | Elissa shared an email from MACS about a Minnesota Supreme Court decision regarding the legal status of charter school. The court let stand an earlier ruling that a charter school is a non-profit corporation that has been granted an ‘opportunity or franchise’ to operate a public school, rather than a public corporation. This also means that charter school board members are not public officials and that board decisions can be reviewed in district courts. According to MACS, “[t]he decision means that charter school boards and administrators need to up their performance in terms of overall risk management and human resource management: if the legal recourse people use is the district courts, schools will find that it is more costly, time consuming, and that their board decisions may be reversed by a court. Elissa mentioned that the practical impact of this is unknown. She shared a copy of the school’s employment agreement letter which requires first mediation and then binding arbitration in the case of a dispute. Our lease, which is our second largest contractual expense, will be reviewed by Cindy Lavorato, the school attorney, this month. |
| <b>7:15 PM<br/>Integration Rule</b>                | Brian  | Brian summarized the rule: any public school with enrollment that includes 20 percent of a protected class of student would be required to create and implement an integration plan. MDE would pay for 70% of the implementation costs and the school would pay 30%. Many charter schools appeal to minority students because the school focuses on a particular culture. Mark noted that this will be really difficult to manage in a single school district. Where would you move students to improve integration? Elissa noted that charters have no way of raising the 30% share of the expense because they are not allowed to levy. Brian noted that the integration rule would not apply to district magnet schools. Brian also noted that there are also no clear guidelines for what would need to be included in the plan. He also noted that schools that are 90% white don’t need to create a plan. Elissa thanked Brian for attending two hearings on the integration rule. She is participating by phone in meetings of the charter community (schools, MACS, and Center for School Change) where these issues are discussed.  |
| <b>7:30 PM<br/>Purchasing card</b>                 | Elissa | Elissa stated that MNOHS opened an account at Bremer Bank in order to move enough money from Highland Bank so that all of our deposits are FDIC protected. Charlotte (BKDA) has recommended that we get a purchasing card in the school’s name rather than continuing to use a credit card that is in Elissa’s name. 4 staff would be authorized to use the P-card (debit card). Julie moved and Mark seconded to approve this. Motion carried.  |
| <b>7:35 PM<br/>Board and all-school surveys</b>    | Brian  | MDE is doing more data collection from teachers and piloting two surveys. The professional development committee of MNOHS has agreed to allow MDE to send a survey to MNOHS teachers about principal effectiveness. MDE will send the data they collect to the school. Elissa suggested that this might be part of the Executive   |

# MINNESOTA ONLINE HIGH SCHOOL

## Board Meeting

| AGENDA  | NAME   | MINUTES  |
|---|--------|--|
|   |        | Director evaluation or might replace the evaluation survey we've used in the past. Brian noted that MDE's survey doesn't allow for as many open-ended questions. Brian expressed concern that we may create survey fatigue if we use an additional survey. Elissa suggested that if we want to use our own survey we could stagger the timing. She and Brian will figure out and propose a schedule.   |
| <b>7:45 PM</b><br><b>Board recruitment and election</b> | Brian  | Three three-year seats (Brian, Stephanie S. and Julie) are coming up for re-election, as is Steph's remaining two years (she was elected by the board to a seat that expires in 2018, but must be a candidate for a general election this June). There is also one seat, which expires in June 2017 that has been chronically open. Mark will post board service as an opportunity for students at Metro State. Elissa will send the link to board members, faculty, and others in the MNOHS community.  |
| <b>7:55 PM</b><br><b>Executive Director's Report</b>    | Elissa | <p><b>Board Training:</b><br/>The online board training course will be ready on Febr. 1 (many thanks to Stephanie S.). Part 1 is background information about MNOHS. Part 2 is on governance. Part 3 is on employment. Part 4 is on finance. It is important that all board members participate in parts 2 and 3. We have already rec'd training in finance. The online training will take about 1 hour per part. Please let Elissa know if there are additions or revisions. Elissa will send the link. Both trainings need to be completed by 2/29/16.</p> <p><b>Academic Oversight Committee:</b><br/>(Janice and Anastasia, other faculty and staff, students and alumni)<br/>MDE is starting a three-year review cycle, with an expectation that a committee will participate in the development of the report that is submitted.</p> <p><b>World's Best Workforce Annual Meeting</b><br/>This is a special board meeting and a new legislative requirement. It will be held at the time of the regularly scheduled MNOHS parent meeting. Some board members need to be present but we don't need a quorum. Jennie is encouraging parents to come to the office. Brian and Steph T. will try to attend; Anastasia, Stephanie S will attend. Anastasia will be doing a presentation.</p> <p><b>New courses:</b><br/>Intro to Computer Programming<br/>Student Leadership<br/>Work Experience</p> <p><b>Verizon Mobile Learning Academy</b><br/>10 faculty for 10 weeks, funded by Verizon and ISTE. To explore using tablets and phones as the learning platform. Elissa feels this could be a good tech planning process for MNOHS.</p> <p><b>Online Summer Arts Camp</b><br/>Video and Soundtrack Production. 4 credits in 2 weeks. Students will do 2 videos—one 30 second spot and one 10 minute production.</p> |
| <b>8:20 PM</b><br><b>Adjournment</b>                    | Brian  | Mark moved and Steph T. seconded to adjourn. Motion carried.   |

# MINNESOTA ONLINE HIGH SCHOOL Board Meeting

**Date / Time:** 2/23/2016 7:00 p.m.

**Meetings:** Regular meeting of the MNOHS Board

**Meeting Minute Location:** MNOHS Pillsbury Epicenter

my.epicenternow.org/signin.aspx

**Meeting Invitees:**

**Board Members:**

Stephanie Snidarich

Brian Cross

Julie Williams

Anne Klein

Anastasia Martin

Janice Grudecki

Mark Misukanis

Stephanie Talati

**MNOHS Executive Director** Elissa Raffa

**MNOHS Technology Coordinator** Mike Tempel

**BDKA Financial:** Chuck Herdegen, Charlotte Wagner

**Pillsbury United Communities:** Lexi ?

**Meeting Attendees:** Attending at the office: Brian Cross, Julie Williams, Stephanie Talati, Mark Misukanis

Attending remotely: Stephanie Snidarich, Elissa Raffa, Anastasia Martin, Anne Klein

**Meeting Minutes CC:**

**MEETING PURPOSE**

Regular meeting of the Minnesota Online High School (MNOHS) Board of Directors

| AGENDA  | NAME      | MINUTES   |
|---|-----------|---|
| <b>7:00 PM Call To Order<br/>/Mission Statement</b>     | Brian     | Call to order   |
| <b>7:01 PM<br/>Conflict of Interest<br/>Declaration</b> | Brian     | None  |
| <b>7:02 PM<br/>Consent Agenda</b>                       | Brian     | Julie moved and Mark. seconded to approve the consent agenda.   |
| <b>7:02 PM<br/>Community concerns</b>                   | Brian     | None  |
| <b>7:03 PM<br/>School Spotlight</b>                     | Anastasia | Anastasia shared a comment from a second-year MNOHS student: "I absolutely love going to school online and I wouldn't have it any other way." |



# MINNESOTA ONLINE HIGH SCHOOL

## Board Meeting

| AGENDA   | NAME      | MINUTES  |
|--|-----------|--|
| <b>7: 05 Presentation: The Presence Trifecta</b>   | Anastasia | Anastasia shared a presentation with the board about three elements that shape the educational experience—social presence, cognitive presence, and teaching presence—and gave some examples of each. Cognitive presence includes what we teach and how we teach it. For example, making a point to teach information literacy skills and teaching in a hands on, problem-solving, interactive way. Social presence addresses how we connect with students, for example through informal discussion or chat sessions, synchronous meetings, student groups like the student council, book club, and yearbook committee. Teaching presence is exemplified in the low teacher turnover and the focus on professional development.   |
| <b>7:20 Online Board Training</b>                  | Elissa    | The deadline has been extended until March 15. Parts 2 and 3 need to be done. Elissa asked what Board members need to complete it. Julie, Brian, and Anastasia have started it. Elissa asked the board to think about board training but also board development and to provide her with feedback about how this could be made better for new board members.  |
| <b>7:30 PM<br/>Board recruitment and elections</b> | Elissa    | Julie will not run again. Brian will run but will not run for the position as president and chair of the board. Elissa will send the invitation to apply to parents, students, friends of MNOHS. Brian suggested that we could share the section of the board course “About MNOHS.” Mark has already been asking people at Metro State.  |
| <b>7:40 PM<br/>Executive Director’s Report</b>     | Elissa    | <p>World’s Best Workforce Annual Meeting<br/>Held February 17 but disappointing turnout. Anastasia did her presentation about the three presences. Jennie and Elissa also made presentations. Parent attendance at parent meetings in quarters 1 and 2 was very high (15-20) but only 2 parents came to this meeting.</p> <p>Desegregation update.<br/>There is a well-organized presentation in the board packet. It is in the hands of the administrative law judge now, but there will be a decision in early March. Brian, Anastasia, and Elissa have attended meetings organized by Cindy Lavorato (lawyer for MNOHS and many charter schools).</p> <p>Academic Oversight Committee<br/>First meeting was just prior to the board meeting. Huge project is the 3 year review for MDE. Between MDE, Pillsbury, and AdvancED we do a self-study nearly every year.</p> <p>Elissa applied and was accepted to the MACS task force on Administrator Qualifications, Evaluation, and Professional Development.</p> <p>Budget<br/>No growth in quarter 3, but it stayed stable over quarter 3 last year. ADM is 147 but likely to drop with attrition; budget built on 142 ADM.</p> <p>Lease extension of 3 years was reviewed by Cindy Lavorato and signed by Elissa prior to board meeting. 90% of rent is reimbursed through charter school lease aid.</p> |

**MINNESOTA ONLINE HIGH SCHOOL**  
**Board Meeting**

| AGENDA                               | NAME  | MINUTES   |
|--------------------------------------|-------|---|
|                                      |       | E-rate funding is being phased out—cell phone use at MNOHS is high and this will deplete the budget by about \$10,000/year. |
| <b>8:00 PM</b><br><b>Adjournment</b> | Brian | Julie moved and Mark seconded to adjourn. Motion carried.   |

# MINNESOTA ONLINE HIGH SCHOOL Board Meeting

**Date / Time:** 3/29/2016 7:00 p.m.

**Meetings:** Regular meeting of the MNOHS Board

**Meeting Minute Location:** MNOHS Pillsbury Epicenter  
my.epicenternow.org/signin.aspx

**Meeting Invitees:**

**Board Members:**

Stephanie Snidarich  
Brian Cross  
Julie Williams  
Anne Klein  
Anastasia Martin  
Janice Grudecki  
Mark Misukanis  
Stephanie Talati

**MNOHS Executive Director** Elissa Raffa

**MNOHS Technology Coordinator** Mike Tempel

**BDKA Financial:** Chuck Herdegen, Charlotte Wagner

**Pillsbury United Communities:** Lexi

**Meeting Attendees:** Attending at the office: Brian Cross, Julie Williams, Mark Misukanis  
Attending remotely: Stephanie Snidarich, Elissa Raffa, Anastasia Martin, Anne Klein

**Meeting Minutes CC:**

| MEETING PURPOSE  |
|--|
| Regular meeting of the Minnesota Online High School (MNOHS) Board of Directors |

| AGENDA  | NAME   | MINUTES  |
|---|--------|--|
| <b>7:00 PM Call To Order /Mission Statement</b> | Brian  | Call to order  |
| <b>7:01 PM Conflict of Interest Declaration</b> | Brian  | None   |
| <b>7:02 PM Consent Agenda</b>                   | Brian  | Mark moved and Julie seconded to approve the consent agenda. Motion carried.   |
| <b>7:02 PM Community concerns</b>               | Brian  | None   |
| <b>7:03 PM School Spotlight</b>                 | Elissa | Elissa reviewed information from the Developmental Assets Profile (DAP). This might be a way of measuring and reporting on impacts that aren't currently recognized by MDE, funders, etc. 67 out of 151 comprehensive students and 36 out of 87 supplemental students took |

# MINNESOTA ONLINE HIGH SCHOOL

## Board Meeting

| AGENDA  | NAME      | MINUTES   |
|---|-----------|---|
|   |           | <p>the inventory. The asset that was lowest is “constructive use of (out of school) time.” Stephanie S. noted that the Personal Identity asset seems to her to be the most important and that we could and should provide more support in that area.</p> <p>Elissa invited anyone who is interested in joining the DAP email thread to contact her. Julie and Brian have agreed to participate. The profile questions will be given in May and January as pre- post-exams. Pillsbury now requires that this be used as a way of documenting impact under their new Performance Framework.</p>   |
| <b>7: 10 Board and staff evaluation surveys</b> | Anastasia | Anastasia reviewed the two surveys that we have used for several years and reported that her belief is that nothing needs to be changed now but that long-term she proposes that we have a group review the two surveys to ensure we are asking questions that will provide us with information about things we want to know about and to review what we do with the results. Julie agreed to redo the surveys in the MNOHS free evaluation account with SurveyMonkey and send the link to the board and staff.   |
| <b>7:20 Wellness Policy</b>                     | Mark      | Mark reviewed the Wellness policy and noted that the policy can be eliminated because it is based on a statute that’s been repealed. Julie moved and Mark seconded to repeal the policy. Motion carried.  |
| <b>7:35 PM Pledge of Allegiance Policy</b>      | Mark      | Mark noted that there are two parts to the state law that is the foundation for this policy. One part of the law requires that we post a flag in the office. Another part requires daily recitation <i>if practical</i> . We can put a flag in the office to meet the law, but we don’t need a policy. Julie moved and Anastasia seconded to repeal the policy. Motion carried.   |
| <b>7:30 PM Legislation update</b>               | Anastasia | <p>Anastasia shared that the proposed desegregation ruling was struck down by the administrative law judge.</p> <p>There is no current bill to change the per pupil funding. Chuck and Elissa are building the FY 17 budget based on a 2% increase already in place.</p> <p>There is a bill to change accountability measures for any charter school with more than 70% students who meet criteria for “high school graduation incentives.” It would allow schools to choose from a menu the things they’d like to be measured on.</p>  |
| <b>7:35 PM Executive Director’s report</b>      | Elissa    | <p>Board training--Elissa reported that almost everyone has completed the Board training. She asked how we should handle the questions that people posed as part of the reflection at the end of the board training. Mark suggested that Elissa select the questions that rise to a policy level and aggregate them and send them to the Board. Elissa agreed to do this. Kudos to everyone involved in creating the new and improved version of the board training.</p> <p>Board elections—Elissa will send bios to Brian, Julie, Stephanie and Steph to update. Julie and Brian have agreed to run again, but do not want to be officers.</p> <p>May and June meetings—Elissa will be here for those two meetings</p> |

# MINNESOTA ONLINE HIGH SCHOOL

## Board Meeting

| AGENDA   | NAME   | MINUTES   |
|--|--------|---|
|  |        | <p>and would like to encourage all of us to attend in person at the office while she is here.</p> <p>Quarterly reporting cycle—we don't know at the moment how Q4 is shaping up. We are in between reporting cycles.</p>  |
| <b>7:45 PM</b><br><b>School calendar</b>                     | Elissa | Julie moved and Anastasia seconded to approve the calendar. Motion carried.   |
| <b>7:47 PM</b><br><b>Budget updates and assumptions FY17</b> | Elissa | <p>We will vote on a preliminary FY17 budget in April and vote on an updated current year budget in June.</p> <p>Elissa shared the assumptions that she and Chuck are using to build the FY17 budget, including:</p> <ul style="list-style-type: none"> <li>0% growth</li> <li>2% increase in state funding</li> <li>Maintain current staffing levels with 2% COLA</li> <li>Balanced budget is not required but desirable (our policy says that with a fund balance over 20% we can deficit spend.</li> <li>E-rate funding will decrease to about \$1800 in FY17</li> <li>Compensatory aid audit reduced the # of students eligible from 17 to 4</li> <li>Staffing is and will continue to be about 80% of the budget.</li> </ul> <p>A question remains about who will pay for required testing. The cost has been subsidized by Pearson's settlement with MDE for testing malfunctions, but that funding is spent.</p> |
| <b>8:05 PM</b><br><b>Strategic plan check-in</b>             | Elissa | <p>Elissa reviewed strategic principals 1, 2, and 3 and shared progress.</p> <ul style="list-style-type: none"> <li>• Principle 1: we are working on new measures of growth</li> <li>• Principle 2: MDE is offering access to MOUSE.org with provides curriculum so students become certified in providing tech support. MNOHS has signed up and is assessing how this will work for us. Elissa asked for ideas to involve students in providing tech support without giving them administrator access to MNOHS systems.</li> <li>• Principle 3: is all about grants and we have recently worked on a grant to the Braitmayer Foundation.</li> </ul>  |
| <b>8:15 PM</b><br><b>Adjournment</b>                         | Brian  | Julie moved and Mark. seconded to adjourn. Motion carried.  |

| ACTION ITEMS | DATE DUE | ASSIGNED | Comments |
|--------------|----------|----------|----------|
|              |          |          |          |

**MINNESOTA ONLINE HIGH SCHOOL**  
**Board Meeting**



# MINNESOTA ONLINE HIGH SCHOOL Board Meeting

**Date / Time:** 4/26/2016 7:00 p.m.

**Meetings:** Regular meeting of the MNOHS Board

**Meeting Minute Location:** MNOHS Pillsbury Epicenter  
my.epicenternow.org/signin.aspx

**Meeting Invitees:**

**Board Members:**

Stephanie Snidarich  
Brian Cross  
Julie Williams  
Anne Klein  
Anastasia Martin  
Janice Grudecki  
Mark Misukanis  
Stephanie Talati

**MNOHS Executive Director** Elissa Raffa

**MNOHS Technology Coordinator** Mike Tempel

**BDKA Financial:** Chuck Herdegen, Charlotte Wagner

**Pillsbury United Communities:** Lexi

**Meeting Attendees:** Attending at the office: Brian Cross, Julie Williams, Steph Talati  
Attending remotely: Elissa Raffa, Anastasia Martin, Anne Klein, Chuck Herdegen, Charlotte Wagner

**Meeting Minutes CC:**

**MEETING PURPOSE**

Regular meeting of the Minnesota Online High School (MNOHS) Board of Directors

| AGENDA  | NAME   | MINUTES   |
|---|--------|---|
| <b>7:00 PM Call To Order<br/>/Mission Statement</b>     | Brian  | Call to order   |
| <b>7:01 PM<br/>Conflict of Interest<br/>Declaration</b> | Brian  | None  |
| <b>7:02 PM<br/>Consent Agenda</b>                       | Brian  | Julie moved and Anne. seconded to approve the consent agenda.<br>Motion carried.  |
| <b>7:04 PM<br/>Community concerns</b>                   | Brian  | None  |
| <b>7:05 PM<br/>School Spotlight</b>                     | Elissa | MNOHS won another Promising Practices Award from the Synergy and Leadership Exchange for the student recognition program for the work of the student intervention team (Kim Breeden, Julie Lindholm, Monica Potter, and Nicole Steinsberger). Kim Breeden submitted the |

# MINNESOTA ONLINE HIGH SCHOOL

## Board Meeting

| AGENDA  | NAME             | MINUTES  |
|---|------------------|--|
|   |                  | <p>application.</p> <p>Elissa read statements from 7 MNOHS students about why they chose MNOHS. One of them read “2 jobs, public high school, and pre-existing sleep issues isn’t a good combination.”</p>   |
| <b>7: 15 Date adjustments for May meeting and board elections</b> | Brian            | <p>Julie moved and Steph T. seconded to change the deadline for board candidates to apply to May 17; change the date that ballots will be mailed to stakeholders to May 24; and change the board meeting date to May 31. Motion carried.</p> <p>Anastasia moved and Steph T. seconded to start the May meeting at 6 instead of 7. Motion carried. Everyone is asked to attend in person as Elissa will be in the states.</p>   |
| <b>7:25 MN State High School League</b>                           | Elissa           | <p>Elissa confirmed that every board member present had viewed the MN State High School League video. Elissa will be one of the designated reps for the League and Brian volunteered to be the other rep. Elissa noted that there is a strategic need to build relationships so more districts will agree to allow MNOHS students to participate in activities like sports and debate. Julie moved and Steph T. seconded to join the MN High School League.</p>  |
| <b>7:30 PM Budget</b>   | Chuck and Elissa | <p>Elissa and Chuck presented the proposed budget for 2016-17. Julie noted that the budget includes only \$15,000 for marketing and asked if we shouldn’t be planning to spend more and possibly hire someone to help with marketing. Elissa agreed that we need more marketing but also noted that enrollments were very high in Quarter 4. A small dip in enrollments at the beginning of the year may be due to operational issues caused by a move to a new registration system. Steph T. asked about the growth rate over the last 5 years. Elissa described it as an annual inverted checkmark, with Q1 usually lower than the previous Q4, and with a four-year upward trend. Steph T. asked whether the projected 0% growth was based on one year’s data. Chuck and Elissa noted that it was an intentionally conservative estimate.</p> <p>Anne noted that we want managed growth. Elissa noted that there are two ways to think of growth—bringing more students into the program or ensuring that more of our students stay longer. Elissa feels it is more ethical and less exhausting for the admin staff to emphasize growth through student retention.</p> <p>Julie moved to increase the marketing line item by an additional \$25,000. Anne seconded. Anastasia expressed concern that this was too much of an increase. Brian noted that the budget is a living document and subject to change throughout the year. Motion carried.</p> <p>Steph T. moved to approve the budget. Julie seconded. Motion carried.</p> |
| <b>8:00 PM Auditor contract</b>                                   | Chuck and Elissa | <p>Julie moved that the discussion of the auditor’s contract be added to the agenda. Anastasia seconded. Motion carried.</p> <p>Discussion of contracts over \$10,000.</p> <p>Julie moved and Steph T. seconded to approved the contract with</p>  |



# MINNESOTA ONLINE HIGH SCHOOL

## Board Meeting

| AGENDA   | NAME      | MINUTES   |
|--|-----------|---|
|  |           | <p>Indigo Ed for \$14,700 for a part-time SPED director for one year.</p> <p>Steph T. moved and Anne seconded to approve a contract with Schlenner Wenner and Co. for \$21,275 for 3 years of auditing and tax preparation. Motion carried.</p>   |
| <b>8:10 PM</b><br><b>Board election and recruiting</b> | Elissa    | <p>Brian and Steph T. will run again. Steph T. will be running to be confirmed. Anastasia suggested that the treasurer should do more of the reporting at the board meeting—on the financials and the budget. Anne agreed this commonly happens. Elissa noted that because Anne was busy and also because she did the entire strategic plan, she and Anne fell into a habit of meeting as a finance committee and of Elissa presenting the financials.</p>  |
| <b>8:25 PM</b><br><b>Board survey</b>                  | Anastasia | <p>The discussion of the board survey centered on the need for reviewing and adding or changing the questions. Elissa shared another board survey with different questions but the general feeling was that we shouldn't ask the board to fill out another survey this year. Brian suggested the questions could serve as a place to start a discussion of what we need. Steph T. moved to table the discussion of the survey. Anastasia seconded. Motion carried.</p>  |
| <b>8:35 PM</b><br><b>Executive Director Report</b>     | Elissa    | <p>MNOHS Board training has been completed by all board members. Part 4 on finance will be completed soon. Elissa put together the reflective questions from the training that touch on policy and she will post these for board members for discussion at the May meeting. Brian suggested we should have a document that directs new board members to the board training. Elissa said that she would ask Stephanie to remake the reflective questions into a blog so that board members could see the questions other people has asked, and Elissa's answers.</p> |
| <b>8:45 PM</b><br><b>Adjournment</b>                   | Brian     | <p>Julie moved and Steph T. seconded to adjourn. Motion carried.</p>  |

| ACTION ITEMS | DATE DUE | ASSIGNED | Comments |
|--------------|----------|----------|----------|
|              |          |          |          |

# MINNESOTA ONLINE HIGH SCHOOL Board Meeting

**Date / Time:** 5/31/2016 6:00 p.m.

**Meetings:** Regular meeting of the MNOHS Board

**Meeting Minute Location:** MNOHS Pillsbury Epicenter  
my.epicenternow.org/signin.aspx

**Meeting Invitees:**

**Board Members:**

Stephanie Snidarich  
Brian Cross  
Julie Williams  
Anne Klein  
Anastasia Martin  
Janice Grudecki  
Mark Misukanis  
Stephanie Talati

**MNOHS Executive Director** Elissa Raffa

**MNOHS Technology Coordinator** Mike Tempel

**BDKA Financial:** Chuck Herdegen, Charlotte Wagner

**Pillsbury United Communities:** Lexi

**Meeting Attendees:** Attending at the office: Brian Cross, Julie Williams, Steph Talati  
Elissa Raffa, Anastasia Martin, Anne Klein, Stephanie Snidarich, Janice Grudecki, Mark Misukanis

**Meeting Minutes CC:**

| MEETING PURPOSE  |
|--|
| Regular meeting of the Minnesota Online High School (MNOHS) Board of Directors |

| AGENDA  | NAME   | MINUTES   |
|---|--------|---|
| <b>6:30 PM Call To Order<br/>/Mission Statement</b>     | Brian  | Call to order   |
| <b>6:31 PM<br/>Conflict of Interest<br/>Declaration</b> | Brian  | None  |
| <b>6:32 PM<br/>Consent Agenda</b>                       | Brian  | Anne moved and Steph T. seconded to approve the consent agenda.<br>Motion carried.                                  |
| <b>6:34 PM<br/>Community concerns</b>                   | Brian  | None  |
| <b>6:35 PM<br/>School Spotlight</b>                     | Elissa | MNOHS graduation is June 11, 11 a.m. 42 students are eligible; 21 will be at the ceremony at Lakeville Arts Center. |

# MINNESOTA ONLINE HIGH SCHOOL

## Board Meeting

| AGENDA  | NAME   | MINUTES   |
|---|--------|---|
| <b>6:40 Board election results</b>                                    | Elissa | A higher number of people voted this year than ever before (29). The new board will be Steph T., Stephanie S., Brian, Mark, Janice, Anne, Ellery July, and Sarah Carsello. Term end dates:<br>Brian 6/27/17; Steph T 6/26/2018; Stephanie S., Ellery, and Sarah, 6/25/19.<br>Officer elections will be held at the June meeting.  |
| <b>6:50 Executive Director Compensation</b>                           | Brian  | Elissa left the room for this discussion. It was noted that at the point when he left the school, Ned was making \$85,000 and that Elissa agreed to fill the position at a lower salary because the school was facing a financial crisis. The discussion centered on what compensation would be fair.<br>Anne moved, Julie seconded to approve a 10% salary increase starting July 1, 2016. Motion carried.<br>Anne moved, Julie seconded to approve a \$5,000 retention bonus. Motion carried.<br>Julie moved, Anne seconded to approve a performance-based bonus of up to \$6,000 in FY 17, dependent upon completion of 3 goals to be jointly selected by Elissa and the board. Performance goals will be decided by Sept. 1. Motion carried.<br>Mark moved, Julie seconded to reconsider the vote on the retention bonus. Motion carried.<br>Mark moved, Julie seconded to table the discussion of the retention bonus to allow the board to do more research. Motion carried.<br>Research assignments: Brian will talk to Chuck about the legality of a retention bonus. Anastasia will send out a copy of the most recent MACS salary survey. Julie will find information about salaries of licensed superintendents in MN in comparable sized schools. |
| <b>8:00 PM<br/>Board certification of lease aid</b>                   | Elissa | Non-voting item   |
| <b>8:10 PM<br/>Budget</b>   | Elissa | Julie moved, Anastasia seconded to approve the 2015-16 budget. Motion carried.  |
| <b>8:15 PM<br/>Approval of current vendors and standing contracts</b> | Elissa | Elissa asked if there were any conflicts of interest with board members and the vendors and contracts. There were none. Anastasia moved, Mark seconded to approve the vendors and contracts. Motion carried.  |
| <b>8:20 PM<br/>Board development and board goals</b>                  | Elissa | The board discussed their own goals for the upcoming year. Suggestions included: <ul style="list-style-type: none"> <li>• Identifying 1 or 2 legislative goals, with Elissa’s help—perhaps being allowed to include the cost of the online platform as part of lease aid. In preparation for determining our own legislative goals, we might want to have a discussion about legislation that’s been passed in other states around online learning.</li> <li>• Developing an elevator speech to help us talk about MNOHS and what’s special about it.</li> <li>• Identifying other ways to get the word out about the school.</li> <li>• Auction</li> <li>• MNOHS has no geographic community—the board might think about how they can help to build a network of supporters. For example, being more deliberate about creating regular news to share</li> </ul>  |

# MINNESOTA ONLINE HIGH SCHOOL

## Board Meeting

| AGENDA                         | NAME  | MINUTES   |
|--------------------------------|-------|---|
|                                |       | <p>about MNOHS through Facebook. Change the school spotlight to something that could be shared through our networks after meetings.</p> <ul style="list-style-type: none"> <li>• Identifying and arranging for board training that will help us improve.</li> <li>• Consider changes to the structure of meetings that will allow us time to work on other goals; for example, could we add more things to the consent agenda?</li> <li>• Be more intentional about cultivating relationships through online meetings. Holding the meetings online also introduces the board to the benefits of online interactions and online learning. Explore the use of Google Hangout—the video is better than in Collaborate.</li> <li>• Combine the board self-evaluation survey and the ED evaluation survey so we aren't taking two surveys each year.</li> <li>• Create a board self-evaluation survey that will provide us with information we need to improve--<br/>Anastasia mapped the questions of our current board survey to a list of 8 most important characteristics of a board.</li> <li>• Change the platform for the surveys—Julie will export the survey responses and questions from the current MNOHS Evaluation SurveyMonkey account, close the account, and give the data to the next board president.</li> </ul> |
| <b>9:05 PM<br/>Adjournment</b> | Brian | Stephanie S. moved and Janice seconded to adjourn. Motion carried. Elissa and Brian reminded us that the board meeting in June would be to welcome the new board members. There will be a meeting in July, but no meeting in August.  |

| ACTION ITEMS | DATE DUE | ASSIGNED | Comments |
|--------------|----------|----------|----------|
|              |          |          |          |



**Date / Time:** 6/28/2016 7:00 p.m.

**Meetings:** Regular meeting of the MNOHS Board

**Meeting Minute Locations:** MNOHS Pillsbury Epicenter -- [my.epicenternow.org/signin.aspx](http://my.epicenternow.org/signin.aspx)  
[www.mnohs.org/](http://www.mnohs.org/)

**Meeting Invitees:** **Board Members:**  
 Sarah Carsello (incoming)  
 Brian Cross  
 Janice Grudecki  
 Ellery July (incoming)  
 Anne Klein (resigning)  
 Anastasia Martin  
 Mark Misukanis  
 Stephanie Snidarich  
 Stephanie Talati  
 Julie Williams (end of term)

**MNOHS Executive Director** Elissa Raffa  
**MNOHS Technology Coordinator** Mike Tempel  
**BDKA Financial:** Chuck Herdegen, Charlotte Wagner  
**Pillsbury United Communities:** Larry McKenzie, Lexi Prahl

**Meeting Attendees:** Attending at the office: Brian Cross, Julie Williams, Steph Talati  
 Elissa Raffa, Anastasia Martin, Anne Klein, Stephanie Snidarich,  
 Janice Grudecki, Mark Misukanis

**Meeting Minutes CC:**

| MEETING PURPOSE  |        |   |
|--|--------|---|
| Regular meeting of the Minnesota Online High School (MNOHS) Board of Directors |        |   |
| AGENDA   | NAME   | MINUTES   |
| <b>7:15 PM Call To Order /Mission Statement</b>                                | Brian  | Call to order   |
| <b>7:16 PM Conflict of Interest Declaration</b>                                | Brian  | None  |
| <b>7:17 PM Consent Agenda</b>  | Mark   | Mark moved, Julie seconded to approve meeting and consent agenda. Motion carried  |
| <b>7:18 PM Community Concerns</b>  | Brian  | None  |
| <b>7:19 PM School Spotlight</b>  | Elissa | School Spotlight – Elissa played a voicemail message from a parent who praised attention from teachers. Elissa noted that 29 parents responded to the parent survey (up from 6 in previous year).   |
| <b>6:22 Executive Director Compensation</b>                                    | Brian  | Old business – Board discussed one-time retention bonus for Elissa in the amount of \$5,000. Mark moved, Julie seconded to take the motion off the table to discuss further. Elissa discussed her work over the last 4 years. Elissa took \$10,000 salary cut, eliminated the salary of the ED, and has done both |

**MINNESOTA ONLINE HIGH SCHOOL**  
**Board Meeting Minutes**

| AGENDA   | NAME      | MINUTES  |
|--|-----------|--|
|  |           | jobs for four years with no change in sight. Under her leadership MNOHS successfully brought the fund balance back from 6% to 24%. Elissa talked about the advocacy and networking she does remotely. She also believes the studies she undertook to obtain her superintendent's license has improved her understanding of how to run a school. Julie called the question again, and the motion passed unanimously.  |
| <b>7:40 PM</b><br><b>Seating newly-elected Board members</b> | Brian     | Seating newly elected Board members – Steph T., Stephanie Snidarich, Sarah Carsello, Ellery July. Anne Klein has resigned, leaving an open seat. Elissa suggested recruiting a parent of a 9th or 10th grader. Elissa will start recruiting soon.  |
| <b>7:45 PM</b><br><b>Electing new Board officers</b>         | Brian     | Electing new Board officers – Brian moved for Anastasia to serve as new Board President, Stephanie S. seconded, and the motion carried. Brian moved for Mark to serve as Treasurer, Julie seconded, and the motion carried. Brian moved for Stephanie S. to serve as secretary, Anastasia seconded, and the motion carried.  |
| <b>7:49 PM</b><br><b>Recognition of Board member service</b> | Elissa    | Anne Klein's service to the Board was acknowledged, including her significant help with cost accounting and strategic planning.  |
| <b>7:50 PM</b><br><b>Recognition of Board member service</b> | Elissa    | Julie Williams' service to the Board was acknowledged, including her many years of supporting MNOHS and policy work.   |
| <b>8:00 PM</b><br><b>Board calendar</b>                      | Anastasia | Board calendar – 2016-17. Board meetings will take place the 4th Tuesday of each month at 7:00 pm., except for meeting the 3rd Tuesday in November and December. No August meeting. Anastasia proposed keeping all meetings on calendar and using "light" meetings as Board work time.   |
| <b>8:02 PM</b><br><b>Unlocking office for Board Meetings</b> | Anastasia | Unlocking the office for Board meetings – Brian will unlock the office in July and Board members will rotate this duty after that.   |
| <b>8:03 PM</b><br><b>Board Auction</b>                       | Elissa    | Board Auction – Elissa did the auction with 1 staff member last year. In addition to raising about \$2000 net, it is a way for MNOHS to keep putting its name out to the public. Give to the Max raised about \$1300, which was all profit with the exception of about 6-7% in fees. Elissa asserted that 1-2 parents + 1-2 Board members could conduct the Auction. Stephanie suggested that Student Council get involved in the effort. We could ask them to share on Instagram, FaceBook, etc., including sharing with parents. Suggestions were for holding the Auction in October, or perhaps March or April. Ellery volunteered to be involved with Brian, Elissa in supportive roles. Elissa will renew the platform where the auction takes place. |
| <b>8:25 PM</b>   | Anastasia | Discussion of possible actions to take to further  |

**MINNESOTA ONLINE HIGH SCHOOL**  
**Board Meeting Minutes**

| AGENDA                                     | NAME      | MINUTES  |
|--|-----------|--|
| <b>Board Development</b>                   |           | develop Board. Elissa noted that she recently attended a MACS Board Training and recommended that members do so as well; it was very good. That training confirmed that that teachers can vote on budgets and that at-will contracts should have no end-date. Elissa also reiterated a suggested adjustment to the Board agenda development procedure. She will send Anastasia items for the consent agenda, unless an item seems controversial and needs to be discussed. This should leave time for some of the board development discussions that Anastasia has proposed. |
| <b>8:40 PM<br/>MNOHS Performance Goals</b> | Elissa    | MNOHS met performance goals in Reading and Math. This will be reported to PUC.   |
| <b>9:05 PM<br/>Adjournment</b>             | Anastasia | Anastasia moved to adjourn the meeting, Stephanie seconded. Motion carried.  |

| ACTION ITEMS                                      | DATE DUE           | ASSIGNED | Comments |
|---|--------------------|----------|----------|
| Renew the platform where the auction takes place. | July Board Meeting | Elissa   |          |