

**Twin Cities German Immersion School Board Meeting**  
**Tuesday, October 18th 2005, 7:00pm-9:00pm**  
**Twin Cities German Immersion School**  
**1309 Eustis St, St Paul, MN 55108**

**Agenda**

**A. Opening Remarks and General Business**

**B. Concerns, Comments, Questions (5min)**

**C. Approval of October 18<sup>th</sup> 2005 Agenda.**

**D. Approval of September 6<sup>th</sup> 2005 Minutes**

**E. Financial Oversight**

- a. Audit results presented by Matt Mayer and Nate Oliver of Kern, DeWenter, Viere.
  - i. Response required: Board acceptance/rejection of audit results.
  - ii. Action item: Mary-Fred to monitor state reporting.
- b. Review of revised financial reporting documents.
  - i. Response required: Board approval/disapproval of check register for first quarter.
  - ii. Response required: Board acceptance/rejection of donations for 8.31.2005 to 10.7.2005.
  - iii. Action item: Mail donation receipts
- c. Consideration of finance committee recommendation to finance \$20,000 down payment from the Walton Family Foundation grant.
  - i. Response required: Board acceptance/rejection of recommendation.
  - ii. Action item: Finance committee to discuss timing of letter to the Foundation.
- d. Presentation and discussion of revised FY 2006 budget.
  - i. Response required: Board approval/disapproval of revised FY 2006 budget.
  - ii. Action item: Mary-Fred to upload budget
- e. Consideration of finance committee recommendation to increase number of persons with check signing authority to include Mr. Chris Eliassen, Dr. Thekla Rura-Polley and Mr. Michael Sampson, and to allow single signing privileges of up to \$499.99 to Ms. Mary-Fred Bausman-Watkins.
  - i. Response required: Board acceptance/rejection of recommendation.
  - ii. Action item: Evelyn Engle to obtain new signature cards and process.

## **F. Reports**

- a. Consideration of German government support and membership in Weltverband Deutscher Auslandsschulen, e. V.
  - i. Action items: Dr. Rura-Polley to follow-up with Dr Inke Pinkert-Saeltzer by sending further school information and keeping her informed of progress, Ms Zachmeier-Ruh to research German-language based competitions and their respective age groups and Dr Engel to visit the WDA office in order to explore possible membership.
- b. Proposal to establish GIEF, German Immersion Education Foundation.
  - i. Action item: Mr. Sampson and Ms Rura-Polley to set up *German Immersion Education Foundation*.
- c. Update from October 11<sup>th</sup> meeting with GAI executive committee meeting.

## **G. Policy Approval**

- a. Discussion of policies
  - i. Action items: Board approval of staff travel policy and school age enrollment policy.

## **H. Updates**

## **I. Summary and Closing Remarks**

**Next Board Meeting:**                    **Tuesday, November 1st, 2005 — 7:00pm**  
**Location:** TCGIS School Building  
**Agenda:** TBA