

**Twin Cities German Immersion School Board Meeting
Charter District 4152
August 30, 2007, 6:30 p.m.
1399 Eustis Street
Saint Paul, MN 55108**

Opening Remarks

Board Chair Dr. Michael Dorneich called the meeting to order at 6:58 pm. Board members Michael Sampson, Chris Eliason, Dr. Jurgen Konczak, and Rebecca Hauth-Schmid were present.

Board members Gretchen Nessel, Dr. Stefan Knep, Dr. Kenneth Greener, and Scot Stephenson were absent.

TCGIS Director of Operations, Mary-Fred Bausman-Watkins, and TCGIS Director of Curriculum, Marcy Zachmeier-Ruh were also present.

Joan Dejaeghere also attended the latter half of the meeting.

A. Approval of August 30, 2007 Agenda

Dr. Dorneich moved, Mr. Sampson seconded, that the August 30, 2007 agenda be approved. The motion carried 5 - 0.

B. Consent Agenda

The proposed consent agenda for this month contained the following items:

1. Approval of July 24th, 2007 minutes as corrected
2. Approval of August 4th, 2007 minutes
3. Donation register
4. Payment register (found in SBS packet)

Dr. Dorneich moved, Mr. Eliason seconded, that the consent agenda be approved. The motion carried 5 - 0.

C. Financial Oversight

1. Enrollment/Recruiting Update:

All classes are full, and Ms. Bausman-Watkins is still working through the waiting list. There is a waiting list for all grade levels. We have 23 students in second grade and 23 in third grade (this includes early enrollment for two positions that will be vacated as the enrollment policy allows.) There are 40 in

first grade and 44 in kindergarten. There are already calls coming in for the 2008-2009 school year.

2. Treasurer's Report:

Details for the financials are in the SBS packet. Mr. Eliason indicated that there is approximately \$100,000 in the bank and went over some particulars from the packet. Notes for each budget line item may be added to future reports for clarity. There will be budget revisions made at the next finance meeting. Ms. Bausman-Watkins will seek clarity on SOD rules.

3. Review of financial policies (as per SBS – make sure we have what we need in place):

We have a fund balance policy from last year, but SBS has some issues with it. They would like to see us have a fund balance of 15%, but it is difficult to settle on a percent (other than our current 2-20%) because we are so new. Technically, we will be entering deficit spending for the 2007-2008 school year, but our positive fund balance from last year means that we will never go in debt, do not need a line of credit, and do not have a projected negative cash flow. The fixed asset policy was discussed. Revisions to the investment policy can wait until it becomes necessary. A recommendation was made to amend the deficit spending policy to "The school district shall not go into deficit spending unless the prior year's fund balance exceeds the minimum target percentage as outlined in section III."

Dr. Dorneich moved, Dr. Konczak seconded, that the current deficit spending policy be amended as indicated. The motion carried 5-0.

D. Academic Oversight

1. FLAP review (brief):

The grant begins in October, but can be moved to September. Ms. Zachmeier-Ruh established the goals and set forward a calendar of activities for year one of the grant. There will be an April date for the first report to Washington. Dr. Konczak would like to see a standardized assessment tool (one instrument) for achievements developed. The grants committee will be discussing this over the coming year. Several software products are being explored.

2. Update: Standardized testing program:

The SOPA is familiar and will be kept for the time being. The assessment plan will implement the Hamburger Lese test, later moving into the Lese Probe. The Zahlenbuch conceptual, Zahlenbuch CBA, McGraw-Hill

Placement Assessment, KIDZ, MCA-II's in math and reading and the Read Naturally fluency benchmark assessment will also be used.

E. Strategic Planning

1. Waiver for teacher majority board:

By law, next spring we will need 5 of our 9 Board members to be teachers from TCGIS unless we proceed with a waiver. We need to document evidence of community and faculty input on this waiver. The lead teacher will introduce this to the faculty at upcoming meetings. Ms. Bausman-Watkins wants to have this in place for next spring.

2. Facilities update:

The committee is working on a lease agreement with IHM.

3. Director search update:

Dr. Dejaeghere restated the timeline for the search. She created a draft of the director's job description. A discussion of the director's responsibilities, particularly strategic planning, ensued. Our qualifications for elementary and immersion experience and education level were clarified. We will wait to discuss the rubric until the next meeting.

4. Communication goals for 2007-2008:

The Board will continue to provide quarterly reports. The Elternbrief has been very effective and will start coming out next Tuesday. Once a month, there will be a longer, more thorough Elternbrief. The website is still not working well, but communication through personal contact is very strong.

5. Public information policy:

Directory information is public information. Ms. Bausman-Watkins created a sheet for parents to sign. If parents want to opt out of the directory, they will have that option. Ms. Bausman-Watkins recommended that the directory will include name, parent/guardian name/s, address, phone, email, grade level, and class.

Mr. Sampson moved, Dr. Dorneich seconded, that the directory include the information indicated. The motion carried 5-0.

