

**Eagle Ridge Academy**  
**Regular Board Meeting Minutes**  
September 13, 2011  
7255 Flying Cloud Drive  
Eden Prairie, MN 55344

**Board Members:**

*Present:* Pete Larson, Paul Long, Jessica Bergeron, Mike Hess, Mary Wolff, Carolyn Sommers Tillotson, Amy Rau, Jim Pearson, Kenneth Greener, Dan Walker, Sacha Muller

*Absent:*

Additional Attendees: Mari Bergerson, Sonja Menard

The meeting was called to order at 6:03 p.m.

1. Greener moved to approve the agenda with the addition of the following New Business items for approval: a salary augmentation for teachers who receive a certificate of completion from the Classical Education Program, a salary augmentation for Jake Harriell, the contract with Sidestreet Dining, an employment contract with Brian Meier, the Employee Complaint Policies and Procedures, and a revision to item iv under New Business to grant existing 9-12 grade students graduation credit for Algebra I. Hess seconded and the motion passed unanimously.
2. Hess moved to approve the minutes from the Aug. 9<sup>th</sup>, 2011 Regular Meeting and the Aug. 18<sup>th</sup>, 2011 Special Meeting. Muller seconded and the motion passed unanimously.
3. Public comment was heard.
4. The Director's Report was given by Mari Bergerson.
5. The Lower School Dean's Report was given by Sonja Menard.
6. Reports were given by the Work Groups. The Governance Work Group gave an update to the ERA Governance Checklist.  
The Budget/Finance Work Group presented the July/August financial report. A Cash Flow update was given. A Food Service negotiation update was given.  
The Human Resources Work Group discussed the framework for teacher observations. The complaint policy was discussed.  
The Policy Work Group had no new information to present.  
The Facilities Work Group gave a construction update.  
The Curriculum Work Group had no new information to present.
7. The House System plan was considered. Hess moved to approve the modified House System proposal for the 2011-2012 school year. Muller seconded. Roll-Call Vote: Bergeron - aye, Sommers Tillotson - aye, Rau - aye, Wolff - nay, Long - nay, Larson -

nay, Hess – aye, Greener – aye, Pearson – nay, Walker – nay, Muller – aye. The motion passed.

8. Hess moved to approve the transfer of \$15, 236.79 from the General Fund to the Food Service Account. Greener seconded and the motion passed unanimously.

9. Long moved to approve the following addendums to the 2011-2012 ERA Staff Handbook: discipline and corrective action, employee incident report, and workplace attire as modified. Rau seconded and the motion passed unanimously.

10. Long moved to approve the revised ERA Student Code of Conduct. Greener seconded and the motion passed unanimously.

11. Larson moved to grant existing 9, 10, 11, and 12<sup>th</sup> grade students one math credit towards the ERA graduation requirement for Algebra I upon recommendation of the Executive Director. Wolff seconded and the motion passed unanimously.

12. Larson moved to table the discussion of the ERA annual report for MDE. Pearson seconded and the motion passed unanimously.

13. Pearson moved to augment salary in the amount of \$1000 for teachers who completed the Classical Education Program and were awarded the certificate for the 2012-2013 school year. Wolff seconded and the motion passed unanimously.

14. Hess moved to approve the contract with Sidestreet Dining for the 2011-2012 school year. Long seconded and the motion passed unanimously.

15. Larson moved to approve an employment contract with Brian Meier in the amount of \$42, 248 for the 2011-2012 school year. Bergeron seconded and the motion passed unanimously.

16. Larson moved to approve a salary augmentation for Jake Harriell to reflect a new salary of \$43,345 for the 2011-2012 school year. Wolff seconded and the motion passed unanimously.

17. Long moved to approve the Employee Complaint Policies and Procedures and include the document in the 2011-2012 Staff Handbook. Muller seconded and the motion passed unanimously.

18. Hess moved to adjourn the meeting at 8:58 p.m. Muller seconded and the motion passed unanimously.

The meeting was adjourned at 8:58 p.m.

Minutes submitted by Carolyn Sommers Tillotson