

**Eagle Ridge Academy  
Regular Board Meeting Minutes  
July 13, 2010  
7255 Flying Cloud Drive  
Eden Prairie, MN 55344**

**Board Members:**

*Present:* Pete Larson, Sonja Menard, Jessica Bergeron, Carolyn Sommers Tillotson, Sara Sloneker

*Not Present:* Mary Wolff, Jim Romportl, Lee Stearns, David Dikken

*Additional Attendee:* John Howitz

The meeting was called to order at 7:05 p.m.

1. Sommers Tillotson moved to approve the agenda with the amendment of X. New Business: iv. to state “review and approve employee contracts for FY2011” and the tabling of X. New Business: v. Election of Board Officers for FY2011, until our August regular meeting. Bergeron seconded and the motion passed unanimously.
2. Bergeron moved to approve the June 8, 2010 Regular Meeting Minutes. Menard seconded and the motion passed unanimously.
3. Bergeron moved to approve the June 22, 2010 Special Meeting Minutes. Sloneker seconded and the motion passed unanimously.
4. No public comment was heard.
5. Dikken’s resignation from the Board was announced.
6. Reports were given by the Work Groups. The Governance Work Group discussed the need for the completion of the governance calendar. The Budget/Finance Work Group discussed the June 2010 Financial Statements. The Human Resources Work Group participated in the Lower School Dean interviews and is completing the Director review. The Policy Work Group plans to meet prior to the next workshop to plan policies to be discussed and reviewed by the Board. The Facilities Work Group has negotiated a lease for the K-5 program for FY2011 at 5300 France Avenue South, Edina, MN 55410. The Curriculum Work Group has met and will recommend three new curriculum options for the K-5 program.
7. The Director’s Report was given. The teacher licensing update was given on the licenses of Stulac and Rockcastle. Their licenses are being reviewed by the Department of Education. MCA results have been received and are slightly lower than Edina and Eden Prairie. The results will be analyzed and improvements will be planned. NWEA results can be better analyzed to intervene after the fall testing.
8. Larson discussed the K-5 expansion plans. The lease has been negotiated for the location. Transportation has been contacted to plan bussing and routes. Enrollment registrations are being turned in and waiting list families will be contacted after Thursday, July 15, 2010. Targets for the number of sections were discussed with the possibility of three sections per grade level K-5. Teacher contacts and contracts for several support staff for K-5 have been prepared. Purchases for curriculum were discussed earlier in the work group discussion. Curriculum purchases are being negotiated and furnishings are being ordered.

9. Sommers Tillotson moved to authorize the Chair to sign the K-5 facility lease with Calvary Christian Reformed Church located at 5300 France Avenue South, Edina, MN with rent in the amount of \$327,720 annually for the lease year of August 1, 2010 through July 31, 2011. Sloneker seconded and the motion passed unanimously.
10. Menard moved to approve the K-5 curriculum recommendations of character development curriculum of Core Virtues, and Latin curriculum including Song School Latin for grades Kindergarten-1, Minimus for grades 2-5, and Mini-Myths and Maxi-Words for grades 4-5. Sloneker seconded and the motion passed unanimously.
11. Larson moved to establish grade level enrollment targets for FY2011 of three sections per grade for grades kindergarten, first, fifth, and ninth, and two sections per grade for grades second, third, fourth, sixth, seventh, eighth, tenth, eleventh, and twelfth. Bergeron seconded and the motion passed unanimously.
12. Sloneker moved to approve the following employment contracts for FY2011: Stephenie Janson, Julie Twetan, Juli Groath, and Karen Conner. Sommers Tillotson seconded and the motion passed unanimously.
13. Sloneker moved to approve the following employment contracts for FY2011: Sarah Theisen, Mitch Jensen, Sarah Nimchuk, April Grabanski, Dan Walker, Sacha Mueller, Melissa Madigan, Susan Roeber, Amy Rau, Angela Deboer, Janice Gerheart, Karen Sahli, Mary Bradley, Heidi Pagelkopf, Lisa Johnson, Nicole Gillitzer, and Andrew Carlson pending background checks and licensure verification. Bergeron seconded and the motion passed unanimously.
14. Larson moved to authorize the Executive Director to negotiate a contract with Sonja Menard for Lower School Dean for FY2011. Sommers Tillotson seconded and the motion passed unanimously with Sonja Menard abstaining from the vote.
15. No public comment.
16. Larson moved to adjourn at 8:46 p.m. Sloneker seconded and the motion passed unanimously.

The meeting was adjourned at 8:46 p.m.

Minutes submitted by Sonja Menard, Secretary

**Eagle Ridge Academy**  
**Regular Board Meeting Minutes**  
**August 10, 2010**  
**7255 Flying Cloud Drive**  
**Eden Prairie, MN 55344**

**Board Members:**

*Present:* Pete Larson, Sonja Menard, Jessica Bergeron, Carolyn Sommers Tillotson, Sara Sloneker, Mary Wolff, Jim Romportl, Lee Stearns

*Additional Attendee:* John Howitz

The meeting was called to order at 7:00 p.m.

1. Wolff moved to approve the agenda with the tabling of VIII. Present Executive Director's Annual Review until a future meeting and amending the agenda to add the approval of K-5 curriculum to New Business. Stearns seconded and the motion passed unanimously.
2. Bergeron moved to approve the July 13, 2010 Regular Meeting Minutes. Sloneker seconded and the motion passed unanimously.
3. Public comment was heard.
4. Larson moved to appoint David Dikken to fill the open board position for the remainder of the seat's term. Stearns seconded and the motion passed unanimously.
5. The Director's Report was given. Robert Stulac was approved for his community expert license. Austin Rockcastle's licensure documents have been received by the Department of Education, and are awaiting approval. Lease aid for the Eden Prairie campus has been sent. Both the Edina campus and Eden Prairie campus have been inspected. Bus transportation routes are being reviewed for the school year. Enrollment updates were given for the upcoming school year. For staffing, three paraprofessionals and a special education teacher will be offered contracts pending Board approval. Most purchases for the school year have been completed.
6. Reports were given by the Work Groups. The Governance Work Group discussed a recent board training by the Minnesota Association of Charter Schools. The Budget/Finance Work Group discussed the hold-back funds that will begin being received at the end of August. The final statements for 2010 are being completed and should be done for the September meeting prior to the annual audit. The Human Resources Work Group has completed the Director's Review and will present it at a closed session in the near future. The Policy Work Group has policies to continue editing. The Facilities Work Group is continuing to look at 2011-2012 facility options. The Curriculum Work Group has selected a phonics program, Words Their Way for K-3.
7. Stearns moved to elect the following members for officer positions: Chair – Pete Larson, Vice Chair – Mary Wolff, Treasurer – Jim Romportl, Secretary – Sara Sloneker. Menard seconded and the motion passed unanimously.
8. Stearns moved to approve the 2010/2011 Beltz, Kes, Darling and Associates contract for accounting services. Larson seconded and the motion passed unanimously.
9. Menard moved to approve the following employment contracts for FY2011: Rochelle Schelling, Laurie Basic, Wendy Golter, and Danielle D'Alessandro pending background checks and any necessary licensure verification. Stearns seconded and the motion passed unanimously.

10. Larson moved to approve the K-5 phonics curriculum, Words Their Way, as presented by the Curriculum Work Group. Sommers Tillotson seconded and the motion passed unanimously.
11. No public comment was heard.
12. Larson moved to adjourn at 8:28 p.m. Sloneker seconded and the motion passed unanimously.

The meeting was adjourned at 8:28 p.m.

Minutes submitted by Sonja Menard, Secretary

**Eagle Ridge Academy  
Special Board Meeting Minutes  
August 30th, 2010  
7255 Flying Cloud Drive  
Eden Prairie, MN 55344**

**Board Members:**

*Present:* Pete Larson, Mary Wolff, Jessica Bergeron, Sonja Menard, Sara Sloneker

*Absent:* Carolyn Sommers Tillotson, Lee Stearns, David Dikken, Jim Romportl

The meeting was called to order at 6:41 p.m.

1. Menard moved to approve the agenda. Wolff seconded and the motion passed unanimously.
2. Larson notified the board that Lee Stearns resigned his seat on the board. The board will appoint a replacement. Johnson and Stearns should be recognized for their service on the board and Rick Nelson for the work he has done as our realtor.
3. Larson moved to go into closed session pursuant to MN Statute 13D.05, Subd. 3., to discuss the Executive Director's performance review and contract. Wolff seconded and the motion passed unanimously.
4. Larson moved to end closed session. Bergeron seconded and the motion passed unanimously.
5. Wolff moved to adjourn the meeting. Bergeron seconded and the motion passed unanimously.

The meeting was adjourned at 8:49 p.m.

Minutes submitted by Sara Sloneker



**Eagle Ridge Academy  
Regular Board Meeting Minutes  
September 14, 2010  
7255 Flying Cloud Drive  
Eden Prairie, MN 55344**

**Board Members:**

*Present:* Pete Larson, Sonja Menard, Jessica Bergeron, Carolyn Sommers Tillotson, Sara Sloneker, Mary Wolff, Jim Romportl, David Dikken

*Additional Attendee:* John Howitz

The meeting was called to order at 7:06 p.m.

1. Bergeron moved to approve the agenda with the addition of recognizing Lee Stearns under point VI . Dikken seconded and the motion passed unanimously.
2. Sommers Tillotson moved to approve the August 10<sup>th</sup>, 2010 Regular Meeting Minutes. Menard seconded and the motion passed unanimously.
3. Sommers Tillotson moved to approve the August 30<sup>th</sup>, 2010 Special Meeting Minutes. Menard seconded and the motion passed unanimously.
4. No public comment was heard.
5. Larson recognized Erin Johnson, Lee Stearns, and Rick Nelson for their contribution to Eagle Ridge Academy and its mission.
6. The Director's Report was given. Nicole and John will work on budget numbers and reductions based on the current numbers. The number of students should increase in the next week or two as people on the waiting list are contacted and finish enrolling those students. Purchasing goods from Lions Gate Academy has helped with budgetary concerns. NWEA/MAP testing begins next week at the upper school, and the week after for the high school. The investment in the orchestra program with Luukkonen has lead to a large increase in the program. Choir is just getting started again, and Howitz expects it to grow throughout the year. Staffing is still set up with 3 educational assistants, and we are hoping to stay with that. There has been lots of good feedback from parents, and a few minor disciplinary issues. Bus issues are being resolved. Rockin' the Ridge is coming up and going to be much larger this year. Menard reported Lower Campus updates including resolving bus issues and student behavior. There are a few issues with students making bad decisions in regard to issues like name calling. Menard is documenting discussions and contacting parents. There are still interested families who want to tour the elementary school. Brad Kalina will be coming over to help inform teachers what to do with NWEA testing to help facilitate the testing.
7. Reports were given by the Work Groups. The Governance Work Group discussed filling the vacant seat on the board. The bylaws were addressed in relation to appointing someone to fill the vacant seat. We need to vote to function as a board of eight until someone is appointed to the ninth seat. The Budget/Finance Work Group discussed the current budget and the anticipated budget is expected to flip as soon as we receive the hold back money from the state. The Human Resources Work Group discussed Howitz's contract for FY2011 . The Policy Work Group has policies to continue editing. The Facilities Work Group is continuing to look at 2011-2012 facility options. The Work Group met with two people from Mortenson Contractors about the process of forming a

separate building entity that could sell bonds and then we would lease from them as one potential option for the future. The Curriculum Work Group is considering having teachers make a proposal for new high school elective classes to the Curriculum Work Group to make sure that the classes are meeting the mission and vision of the school. The Work Group is also working on a schedule for re-ordering and replacing textbooks. Also, should major curriculum changes go through the Curriculum Work Group in order to ensure that they are consistent with the mission and vision of the school?

8. Larson moved to amend the agenda to add a few items to new business to include ii. a motion to move to operate as an eight member board until a ninth member can be appointed and iii. Authorize the director to increase the existing credit line by up to 200,000 dollars. Wolff seconded and the motion passed unanimously.
9. Menard moved to authorize the board chair to enter into employment negotiations with John Howitz for FY2011. Wolff seconded and the motion passed unanimously.
10. Sloneker moved to approve the following employment contract for FY2011: Judy McClellan pending background checks and any necessary licensure verification. Sommers Tillotson seconded and the motion passed unanimously.
11. Discussed options for Austen Rockcastle.
12. Discussed possible changes to employee insurance plan.
13. Sloneker moved to operate as an eighth member board until a ninth member can be appointed. Bergeron seconded and the motion passed unanimously.
14. Larson moved to authorize the director to increase the existing credit line by up to 200,000 dollars. Romportl seconded and the motion passed unanimously.
15. No public comment was heard.
16. Larson moved to adjourn at 8:43 p.m. Wolff seconded and the motion passed unanimously.

The meeting was adjourned at 8:43 p.m.

Minutes submitted by Sara Sloneker, Secretary

**Eagle Ridge Academy**  
**Regular Board Meeting Minutes**  
**October 12<sup>th</sup>, 2010**  
**7255 Flying Cloud Drive**  
**Eden Prairie, MN 55344**

**Board Members:**

*Present:* Pete Larson, Sonja Menard, Jessica Bergeron, Carolyn Sommers Tillotson, Sara Sloneker, Mary Wolff, Jim Romportl, David Dikken

*Additional Attendee:* John Howitz

The meeting was called to order at 7:03 p.m.

1. Sloneker moved to approve the agenda. Wolff seconded and the motion passed unanimously.
2. Bergeron moved to approve the September 14<sup>th</sup>, 2010 Regular Meeting Minutes with the addition of David Dikken as present at the meeting. Sommers Tillotson seconded and the motion passed unanimously.
3. Public comment was heard.
4. The Director's Report was given. Enrollment numbers have increased since September. The school will be contacting families of 8<sup>th</sup> graders on the waiting list to fill a few open spots at that level. We are also gaining about 1 high school student a month. Initial interest forms are available online and 152 forms have been completed as of today. Nichole and Howitz met to discuss the new budget that will allow the school to have a positive fund budget. NWEA testing is complete and data will be available soon. AP classes may be offered in math and science next year. Brad Kalina is getting many college representatives to the building to meet with students. Rockin' the Ridge was a huge success this year. There has been one suspension and eight detentions served. A plan will be forthcoming outline how to phase in the pillars of the school and reinforce the mission and vision of the school. Ambassadors have been selected for the current school year. Veterans Day performance is coming up.
5. The Lower School Dean Report was given. Enrollment numbers are increasing with the upcoming addition of 2 in third grade and 1 in 5<sup>th</sup> grade. NWEA testing has been completed. The preliminary test results were in line with the other assessments teachers had done to place students in reading and math. Teachers have been doing a great job working together on the curriculum. There have been a few bus incidents that have been dealt with. Certain bus routes will have seating charts in order to ensure ease for loading and unloading the busses. There is an information meeting on November 6<sup>th</sup> for interested families.
6. Reports were given by the Work Groups. The Governance Work Group is working on compiling a comprehensive calendar for general board functions and work group functions. The board would want to find 2-3 interested individuals and go forward from there. The Budget/Finance Work Group discussed the September financials. There are a few things to clean up in that budget before approving the amended budget for FY2011. It will be looked at again at the next meeting. The Human Resources Work Group could also include marketing. The Policy Work Group has the Wellness Policy to present in

new business. We need to have a policy for this due to food service regulations. The Facilities Work Group is continuing to look at 2011-2012 facility options and financing. The Curriculum Work Group is working on a projected need for curriculum for next year and developing an ordering schedule for core course curriculum.

7. Wolff moved to approve the Wellness Policy with the amendment of IV.B. to read: Food Service Personnel will ensure compliance within the school's food service areas and will report to the Director as appropriate and IV.C. to read: The school district's Food Service Personnel will provide an annual report to the director setting forth the nutrition guidelines and procedures for selection of all foods made available on campus. Menard seconded and the motion passed unanimously.
8. Dikken moved to offer a full time employment contract for the remainder of FY2011 to Michael Seal. Sloneker seconded and the motion passed unanimously.
9. No public comment was heard.
10. Larson moved to adjourn at 8:33 p.m. Bergeron seconded and the motion passed unanimously.

The meeting was adjourned at 8:33 p.m.

Minutes submitted by Sara Sloneker, Secretary

APPROVED

**Eagle Ridge Academy**  
**Regular Board Meeting Minutes**  
**November 8<sup>th</sup>, 2010**  
**7255 Flying Cloud Drive**  
**Eden Prairie, MN 55344**

**Board Members:**

*Present:* Pete Larson, Sonja Menard, Jessica Bergeron, Sara Sloneker, Mary Wolff, Jim Romportl

*Absent:* David Dikken, Carolyn Sommers Tillotson

*Additional Attendee:* John Howitz

The meeting was called to order at 7:02 p.m.

1. Menard moved to approve the agenda with the addition of an insurance update before the Director's Report and adding an item of new business for the fee for the site plan. Sloneker seconded and the motion passed unanimously.
2. Bergeron moved to approve the October 12<sup>th</sup>, 2010, Regular Meeting Minutes. Wolff seconded and the motion passed unanimously.
3. Public comment was heard.
4. An insurance update was provided by Mr. Benjamin. The board is continuing to evaluate and determine the benefits for insurance that will be provided for employees for next year.
5. The Director's Report was given. We are continuing to add students, which is great. Interest forms for next year continue to grow every day. The school has not had any extra expenses and is holding to the budget. There are no staffing changes. There were over 120 people at the informational meeting at the Lower Campus over the weekend, and it went really well. Bus captains have been employed on the bus routes, and the amount of incidents on the busses has declined significantly. A focus group met last week to look over a drafted plan to embed the pillars and establish school climate and culture. The Veterans Day performance is coming up on Thursday of this week.
6. The Lower School Dean Report was given. Enrollment is going up. There will be 2 new students next week. The Lower Campus is continuing to fill the open spots in a few grades. The teachers are using the NWEA data to help them with instruction. Sonja is going to meet with the teachers next week to help develop plans for students that need intervention to help those students be as successful as possible. The Lower Campus can always use more lunch helpers. There have been no major incidents lately. The next big all school tour is going to be taking place on November 16<sup>th</sup>. An after school movie event is being planned for the Lower Campus in December. The Lower campus is also giving out Citizenship Certificates for student behavior.
7. Reports were given by the Work Groups. The Governance Work Group discussed filling the open seat on the Board of Directors. There are seven interested parties to fill the open seat. The Budget/Finance Work Group discussed the October financials. Romportl moves to approve the working budget that is listed in the October Financials for FY2011 that lists 572 students with a budgeted total revenues of 4,779,636 and total expenditures

4,700,943, a net gain of 78,693, and food service budget of 107,400 and expenditures of 119,400 with a net loss of 12,000. Menard seconded and the motion passed unanimously. The Human Resources Work Group is looking for qualified individuals to assist with developing this working group. The Policy Work Group has nothing new to report. The Facilities Work Group is continuing to look at 2011-2012 facility options and financing. A building is being considered and the school is being asked to contribute funds to develop a site plan for the possible location and start possible negotiations on this location to have the plan ideally done in January. The Curriculum Work Group is meeting soon to come up with a calendar for ordering textbook materials and a plan for implementing new elective courses at the high school level. There are also two parents interested in joining the Curriculum Work Group.

8. Wolff moved to authorize the payment of 2,750 to be contributed for the cost of the site plan for the facility we are considering at this time. Sloneker seconded and the motion passed unanimously.
9. No public comment was heard.
10. Larson moved to adjourn at 8:13 p.m. Bergeron seconded and the motion passed unanimously.

The meeting was adjourned at 8:13 p.m.

Minutes submitted by Sara Sloneker, Secretary

**Eagle Ridge Academy**  
**Regular Board Meeting Minutes**  
**December 7<sup>th</sup>, 2010**  
**7255 Flying Cloud Drive**  
**Eden Prairie, MN 55344**

**Board Members:**

*Present:* Pete Larson, Jessica Bergeron, Sara Sloneker, Mary Wolff, Jim Romportl, David Dikken, Carolyn Sommers Tillotson

*Absent:* Sonja Menard

The meeting was called to order at 7:05 p.m.

1. Sloneker moved to approve the agenda. Bergeron seconded and the motion passed unanimously.
2. Sommers Tillotson moved to approve the November 8<sup>th</sup>, 2010, Regular Meeting Minutes with the deletion of the \$ in 8. Wolff seconded and the motion passed unanimously.
3. Public comment was heard.
4. The Director's Report was provided by John Howitz in written format.
5. The Lower School Dean Report was provided by Sonja Menard in written format.
6. Reports were given by the Work Groups. The Governance Work Group discussed filling the open board position. Larson moved to appoint Paul Long as the interim board member F to fill Lee Stearn's seat. Dikken seconded and the motion passed unanimously. Dikken discussed the option of a non-profit entity purchasing a facility and the state requirements regarding the creation of this real-estate holding entity. Two ideas to move into a building would be A. an individual purchasing a building and the school leasing from this individual or B. form an affiliated building company. Dikken drafted articles of incorporation and bylaws for this organization. Sloneker made a motion that pending approval by our authorizer to form an Affiliated Building Company, the Board of Eagle Ridge Academy directs the Board Chair, or his directed delegate, to take all actions necessary to form Eagle Ridge Academy Affiliated Building Company including approval of any filing fees for necessary forms up to 1,000 dollars. Romportl seconded and the motion passed unanimously. The Budget/Finance Work Group discussed the November financials. Sloneker moved to accept the MMKR audit as presented. Sommers Tillotson seconded and the motion passed unanimously. The Human Resources Work Group reported information from discussions on health insurance coverage. Wolff moved to change insurance providers from Medica to Health Partners beginning January 1, 2011, with the choice of either the 750/25 Co-Pay plan or the \$2500 Deductible HSA plan. Sommers Tillotson seconded and the motion passed with 6 ayes and 1 nay. Sloneker moved to continue having ERA pay the monthly premium for employees through Aug. 31, 2011, and then move to a new contribution method where ERA pays \$300/month per employee toward actual billed premiums effective Sept. 1, 2011. Bergeron seconded and the motion passed unanimously. Sloneker moved to approve that employees not taking a health plan but provide proof of insurance elsewhere would receive a monthly cash credit of 150 dollars effective Jan. 1, 2011. Romportl seconded and the motion passed unanimously. Larson moved to approve the Executive Director's contract to John Howitz

for FY2011 as written. Sloneker seconded and the motion passed unanimously. Larson moved to amend the agenda to add under new business to vote on adding a FY2010 bonus for the executive director. Wolff seconded and the motion passed unanimously. The Policy Work Group has nothing new to report. The Facilities Work Group discussed the recent journey to find a way to move forward on the process of finding a new facility. There is a facility in mind for next year and a floor plan has been created. 3 contractors are doing a preliminary bid for the building to get tentative numbers in order to understand the financial situation. The Curriculum Work Group is meeting tomorrow to come up with a plan for implementing new elective courses at the high school level and discussing the state's PE requirements.

7. Larson moves to approve a FY2010 bonus for the executive director of 2,500 to John Howitz due to the successful launch of the Lower School. Romportl seconded and the motion passed unanimously.
8. No public comment was heard.
9. Larson moved to adjourn at 9:42 p.m. Wolff seconded and the motion passed unanimously.

The meeting was adjourned at 9:42 p.m.

Minutes submitted by Sara Sloneker, Secretary

**Eagle Ridge Academy  
Regular Board Meeting Minutes  
January 11<sup>th</sup>, 2011  
7255 Flying Cloud Drive  
Eden Prairie, MN 55344**

**Board Members:**

*Present:* Jessica Bergeron, Sara Sloneker, Mary Wolff, Jim Romportl, David Dikken, Carolyn Sommers Tillotson, Sonja Menard, Paul Long

*Absent:* Pete Larson

The meeting was called to order at 7:05 p.m.

1. Menard moved to approve the agenda. Romportl seconded and the motion passed unanimously.
2. Sloneker moved to approve the December 7<sup>th</sup>, 2010, Regular Meeting Minutes with the addition to the motion to approve that employees not taking a health plan but provide proof of insurance elsewhere would receive a monthly cash credit of 150 dollars effective January, 1, 2011. Bergeron seconded and the motion passed unanimously.
3. Public comment was not heard.
4. The board welcomed new board member Paul Long.
5. The Director's Report was given by John Howitz. Enrollment numbers look good for next year thus far and open enrollment ends on January 15<sup>th</sup>. We had some one time additional expenses in December that have required the school to use our line of credit to assist with cash flow. Luby, Manke, and Hairrell at the upper school have been working on applications for AP status in Biology, Calculus, and Physics classes. Several teachers have also submitted courses for the elective review process. There were some student recognitions at the upper school. 9 detentions at upper school and 1 suspension were served in December. Finals are coming up at the end of the month. The lottery for enrollment at the upper school is Friday, January, 21<sup>st</sup>.
6. The Lower School Dean Report was given by Sonja Menard. There are new students enrolling at first and third grade and the lower campus is contacting families about open positions for this school year. Thank you went out to parent volunteers for assisting with Winter Break parties, serving lunch, and helping in the classroom. The next informational meeting is set for January 18<sup>th</sup>. Teachers are working with students to prepare for spring MCA and NWEA tests. Students are involved in afterschool activities on Thursdays and new activities are continuing to be added.
7. Howitz discussed reducing the high school Spanish position due to demand for the course and student scheduling. Wolff responded with concerns about scheduling issues and ELL students. Sloneker moved to reduce the Spanish position from 1.0 to .5 for second semester to offer Spanish I, Spanish II, and ELL support if possible. Long seconded. Dikken, Sloneker, Bergeron, Sommers Tillotson, Romportl, Menard voted aye, Long voted nay, and Wolff abstained.
8. Menard moved to approve the 2011-2012 Eagle Ridge Academy academic calendar with the following changes of a Start date of August 29<sup>th</sup> and no school on Friday, September 2<sup>nd</sup>, Conferences on October 6<sup>th</sup> and 7<sup>th</sup>, a full week of fall break from October 17<sup>th</sup> -21<sup>st</sup>,

and moving the end of 1<sup>st</sup> quarter to Nov 4<sup>th</sup>. Dikken seconded and the motion passed unanimously.

9. Reports were given by the Work Groups. The Governance Work Group updated the board on the creation of a non-profit entity purchasing a facility and the state requirements regarding the creation of this real-estate holding entity. An update was provided about what has been progressing in relation to bonding issues and state requirements. One model is a renting model from a group of investors and the other model is a bonding model. A spreadsheet was provided by Rick Nelson and David Dikken that outlines the options available for the two models. Both models are going to continue to be pursued at this time while following state laws and regulations. The Budget/Finance Work Group discussed the December financials. The board will likely need to move into a higher level of credit by early February. The Human Resources Work Group reported information on the Health Savings Accounts available for employees. Money has been taking a considerable amount of time to show up in the HSA accounts in certain scenarios. Is this a single-case incident or is it more far-reaching. The Policy Work Group has an additional item to be added to school policy regarding lice. The Facilities Work Group discussed the current status of the progress for a new facility. The Curriculum Work Group met to come up with a plan for implementing new elective courses at the high school level.
10. Dikken moved to affirm with Dougherty Partners LLC to provide due diligence to provide bonding options to Eagle Ridge Academy for F011-2012 school year. Romportl seconded and the motion passed unanimously. Dikken moved to authorize our tenant representative, Rick Nelson, to begin negotiations for a third-party purchase with the current building owners no later than February 1<sup>st</sup>. Wolff seconded and the motion passed unanimously. Dikken moved to retain up to 5000 dollars of legal services with attorney Ellen McVeigh. Sommers Tillotson seconded and the motion passed unanimously.
11. Menard moved to confirm that for the 2011-2012 school year 3 sections of grade levels K-12 will be available contingent upon facility space available and enrollment. Bergeron seconded and the motion passed unanimously.
12. No public comment was heard.
13. Long moved to adjourn at 10:08 p.m. Sloneker seconded and the motion passed unanimously.

The meeting was adjourned at 10:08 p.m.

Minutes submitted by Sara Sloneker, Secretary

**Eagle Ridge Academy**  
**Regular Board Meeting Minutes**  
**February 8<sup>th</sup>, 2011**  
**7255 Flying Cloud Drive**  
**Eden Prairie, MN 55344**

**Board Members:**

*Present:* Sara Sloneker, Mary Wolff, Jim Romportl, David Dikken, Carolyn Sommers Tillotson, Sonja Menard, Pete Larson

*Absent:* Jessica Bergeron, Paul Long

The meeting was called to order at 7:05 p.m.

1. Romportl moved to approve the agenda. Sommers Tillotson seconded and the motion passed unanimously.
2. Sloneker moved to approve the January 11<sup>th</sup> 2011, Regular Meeting Minutes with the deletion of the word phrase from item #2. Dikken seconded and the motion passed unanimously.
3. Public comment was not heard.
4. The Director's Report was given by John Howitz. We have 580 students right now with taking in a few new students and losing a few students. We have an enormous amount of interest in the school based on initial interest forms for next school year. We are gearing up for MCA testing in the spring. We would like to add a half-time math instructor position to help those students who are struggling with math. The Free Friday Flicks have been going well with the addition of parent pot lucks. Most of the detentions were due to uniform violations.
5. The Lower School Dean Report was given by Sonja Menard. Several new students started at the beginning of the quarter and had 2 students leave because of moving. We are going to be working on data driven instruction to improve MCA scores in reading, math, and science. Mrs. Palm's class won the box top competition. The 4<sup>th</sup> grade informance went well. Bus incidents are going down, but students are still encouraged to let staff members know if there are incidents occurring on the bus. Tour dates continue to be full.
6. Reports were given by the Work Groups. The Governance Work Group does not have as much to report. The formation of an affiliated building company is being put on hold based on input from the last board meeting and Beth Topoluk. The Budget/Finance Work Group discussed the January financials. Nichole presented information about the financial statement and reporting. The Human Resources Work Group is meeting on 2/17 to take a look at the surveys that went out last year to come up with surveys for the Lower Campus Dean and the Executive Director. The Policy Work Group needs to work on an attendance policy in regards to excused versus unexcused absences. The Facilities Work Group met today with our future landlord. The seller of the building has accepted our letter of intent to purchase. The next steps are going forward. A letter of indemnification is being requested by Rick because architectural work needs to begin prior to the actual closing date. It will be 30-60 days before we can announce the building location and all of the details to the general community. The Curriculum Work Group has nothing to report at this time.

7. Measuring academic process as a board is something that we need to address. Menard discussed the workshop on data-driven instruction given by Friends of Education over the summer. Menard is working on an implementation plan for the next year in a half to get the results the school wants in reading, math, and science. Menard is also looking at preparatory MCA programs that pull out specific strands and practice activities at all grade levels. This conversation could continue in a workshop setting to further develop ideas.
8. Romportl moved to change the banking provider from Citizen's Bank to Venture Bank based on the letter to John Howitz received on February 1<sup>st</sup>, 2011, from Brett Lawrence, commercial loan officer for Venture Bank, and the revolving line of credit of \$ 500,000. Larson seconded and the motion passed unanimously.
9. Sommers Tillotson moved to hire Annalise Oksnevod as a part time math teacher for the remainder of the school year with the contract to be approved in March. Menard seconded and the motion passed unanimously.
10. Dikken moved that Eagle Ridge Academy extend a letter of indemnification for up to \$50000 of architectural fees to Metro Equity Management for the purposes of expediting architectural work on the pending building. Wolff seconded and the motion passed unanimously.
11. No public comment was heard.
12. Larson moved to adjourn at 9:00 p.m. Sommers Tillotson seconded and the motion passed unanimously.

The meeting was adjourned at 9:00 p.m.

Minutes submitted by Sara Sloneker, Secretary

**Eagle Ridge Academy**  
**Regular Board Meeting Minutes**  
**March 8<sup>th</sup>, 2011**  
**7255 Flying Cloud Drive**  
**Eden Prairie, MN 55344**

**Board Members:**

*Present:* Sara Sloneker, Mary Wolff, Jim Romportl, David Dikken, Carolyn Sommers Tillotson, Sonja Menard, Pete Larson, Paul Long

*Absent:* Jessica Bergeron

The meeting was called to order at 7:03 p.m.

1. Long moved to approve the agenda. Wolff seconded and the motion passed unanimously.
2. Wolff moved to approve the February 8<sup>th</sup> 2011, Regular Meeting Minutes with the addition of a dollar sign to the dollar amount of 50000 in item 10. Dikken seconded and the motion passed unanimously.
3. Public comment was not heard.
4. The Director's Report was given by John Howitz in written format.
5. The Lower School Dean Report was given by Sonja Menard. Two students transferred in February, and no new students have joined the school. Third through fifth graders are completing a variety of practice MCA tests. The Lower School staff has also been doing some staff development including Love and Logic training and curriculum mapping. There have been a great number of volunteers at the Lower Campus, which has been incredibly helpful. There are no new incidents or discipline to report. There is another tour on March 22<sup>nd</sup>. Student clubs are continuing to meet on Thursdays. Music Informances will be taken place by Grades 3 and 5 on March 18<sup>th</sup>.
6. Reports were given by the Work Groups. The Governance Work Group discussed resignations and the staggering of elections so that the board can plan ahead if certain situations occur. The Budget/Finance Work Group discussed the February financials. The Human Resources Work Group is continuing to work on the reviews for the Executive Director and the Lower School Dean that will be reviewed at the workshop later this month. The Policy Work Group has a data driven instruction calendar going to the Curriculum Work Group for further development. We also have the admissions process and procedures for 2011-2012. The Policy Work Group has a new member, Wynn Curtiss. The Facilities Work Group met today and the purchase agreement is in the hands of the attorneys. Hopefully, we will get news soon about announcing more information and the facility site. The Facilities Work Group met with the city last week to keep them informed about the plans. The city has green lighted the project thus far. The Curriculum Work Group is working with the Policy Work Group on developing a plan for data-driven instruction to monitor MCA progress and will share a draft of that plan at the workshop later this month.
7. Discussion was held regarding increasing the number of seats on the board from 9 to 11 and board composition in relation to board size. We will look at this further at the next workshop.

8. Discussion was held regarding admission process and procedures for FY2012. Discussion was also held regarding closing enrollment of any addition students at the end of first quarter for FY2012.
9. Dikken moved that Eagle Ridge Academy ceases enrollment for the remainder of FY2011 effective on March 8<sup>th</sup> 2011. Sommers Tillotson seconded and the motion passed unanimously.
10. Public comment was heard.
11. Larson moved to adjourn at 9:03 p.m. Sloneker seconded and the motion passed unanimously.

The meeting was adjourned at 9:03 p.m.

Minutes submitted by Sara Sloneker, Secretary

APPROVED

**Eagle Ridge Academy**  
**Regular Board Meeting Minutes**  
**April 12<sup>th</sup>, 2011**  
**7255 Flying Cloud Drive**  
**Eden Prairie, MN 55344**

**Board Members:**

*Present:* Sara Sloneker, Mary Wolff, David Dikken, Carolyn Sommers Tillotson, Sonja Menard, Pete Larson, Paul Long, Jessica Bergeron

*Absent:* Jim Romportl

The meeting was called to order at 7:00 p.m.

1. Sloneker moved to approve the agenda. Sommers-Tillotson seconded and the motion passed unanimously.
2. Sommers-Tillotson moved to approve the March 8<sup>th</sup> 2011, Regular Meeting Minutes. Menard seconded and the motion passed unanimously.
3. Public comment was heard.
4. The Director's Report was given by John Howitz. There has been a slight attrition with families moving and a few students leaving after 3<sup>rd</sup> quarter. Expenses are right where they are targeted to be, and we have not had any unexpected expenses. MCAs began today and have gone well overall. 8 people went to the data-driven instruction workshop over spring break, and we continue to make progress on implementation for next year. Interviews are set up for next week to add additional staff, EA's, and support staff. All board members are welcome at the interviews if they have time. The Roller skating party with the lower campus went really well. There were 17 detentions from March 15-April 12 mostly due to tardies and uniform violations and 2 suspensions due to student conflict. The Climate and Culture project now has house advisors: Sara Sloneker, Andy Carlson, John D'Alessandro, and Laurie Basic. They have had two training sessions and are preparing to work with the trainers and student leaders in May. The Astronomy and Physics students are going to Chicago at the end of the month to visit the Fermi Lab and the Adler Planetarium.
5. The Lower School Dean Report was given by Sonja Menard. No new students have joined the school and no students have transferred. Third through fifth grade students are completing the MCA tests for reading and math this week. Fifth grade will complete the science MCA test in May. The Lower School students reached their reading goal of 500,000 pages for March. They will have a free dress day which will be announced soon. 375 people attended the roller skating event and it was a great success. There are no new incidents to report. There is a tour on April 19<sup>th</sup> at 10 a.m. and music informances for grades 1 and 2 will have their performances on April 29<sup>th</sup>.
6. Reports were given by the Work Groups. The Governance Work Group discussed revising the bylaws. The Governance Work Group has recommendations about Article V, Section 3 in regard to who should be able to be chosen as Board Chair due to conflicts of interest and reporting structure. There are many things in charter school legislation going through the state government currently. One of the provisions would eliminate the need for a five year contract with our authorizer in order to form an affiliated building company. The Budget/Finance Work Group discussed the March financials. The Human

Resources Work Group is almost ready to send out surveys for the Executive Director and Lower School Dean and would like to for people to respond to the surveys by April 28<sup>th</sup>. The Policy Work Group has the admissions process and procedures document revised based on the conversation held at the workshop, and it is ready to vote on this evening. The Work Group is going to meet later this month to work on student and employee handbooks. The Facilities Work Group discussed the status of the building, and there is no new news to report other than that the process of acquiring the third bank for the financial contingency is still underway. In discussions with the Facilities Work Group, it is no longer in our best interest to keep the location of the building secret until all of the contingencies have been met. John Howitz, Pete Larson, and Rick Nelson will be composing a document to send out to the community at large notifying them of the current status and situation so that the community has more information. The Curriculum Work Group is continuing to work on an implementation plan and a bank of test questions for data-driven instruction. Initial information will be provided to staff members at the April 27<sup>th</sup> staff meeting and professional development time is being set up in the fall for teachers to be able to take advantage of how data-driven instruction can be fully utilized. A scantron machine could be purchased to ease scoring the interim assessments. We are also considering switching from the NWEA tests to the Stanford 10 nationally normed tests. The Work Group has also established a plan for high school students who need to make up credits in Humanities courses that is up for discussion tonight.

7. Discussion was held regarding changing Eagle Ridge Academy's bylaws and board composition. 5 of 7 other Friends of Education schools looked at do not have a provision in their by-laws like the change being recommended in version 1, and the other two do not have their by-laws posted. Concerns were expressed about limiting the Chair to a parent, legal guardian, or community member only. The main concerns for recommending version 1 related to the pecuniary issues. If the Chair is still able to teacher, perhaps an executive compensation committee could be formed or the HR Work Group could be more involved in setting the Executive Director's compensation. Another potential way to resolve this would be that the teacher acting as board chair would be exempt from reporting to the Executive Director. Long moved to approve version 1 of the Eagle Ridge Academy By-Laws as written with changes to Section 2, Article V, Section 3 and the certificate. Dikken seconded. Discussion was heard. Dikken, Long, and Wolff voted to approve the motion. Sommers-Tillotson, Bergeron, Sloneker, Menard, and Larson voted against the motion and the motion failed. Long moved to adopt version 2 of the Eagle Ridge Academy By-Laws as written with changes to Article IV, Section 2 and the certificate. Menard seconded. Discussion was held. The motion passed unanimously.
8. Menard moved to approve the amended budget for FY 2011 with an enrollment of 572, total revenues of 4,775,375, total expenditures of 4,669,910 dollars, and a general fund net income of 105,465 dollars. Larson seconded and the motion passed unanimously.
9. Menard moved to approve the admissions process and procedures for FY2012 school year as written. Long seconded and the motion passed unanimously.
10. Sloneker moved to approve the Humanities make-up plan as provided in the document Curriculum Committee Summer School Options for Humanities Classes. Bergeron seconded and the motion passed unanimously.
11. Dikken moved to join the Minnesota Association of Charter Schools for the 2011-12 membership year, which begins on July 1, 2011 and expires on June 30, 2012 and approves the expenditure of the funds for said membership in accordance with the

payment plan as outlined by the Minnesota Association of Charter Schools. Wolff seconded and the motion passed unanimously.

12. Public comment was not heard.

13. Larson moved to adjourn at 8:53 p.m. Sloneker seconded and the motion passed unanimously.

The meeting was adjourned at 8:53 p.m.

Minutes submitted by Sara Sloneker, Secretary

APPROVED

**Eagle Ridge Academy  
Regular Board Meeting Minutes  
May 10<sup>th</sup>, 2011  
7255 Flying Cloud Drive  
Eden Prairie, MN 55344**

**Board Members:**

*Present:* Sara Sloneker, Mary Wolff, David Dikken, Carolyn Sommers Tillotson, Sonja Menard, Pete Larson, Paul Long, Jessica Bergeron, Jim Romportl

Additional Attendee: John Howitz

The meeting was called to order at 7:01 p.m.

1. Long moved to approve the agenda with the addition of a closed session considering the allegations against an Academy employee. Sloneker seconded and the motion passed unanimously.
2. Menard moved to approve the April 12<sup>th</sup>, 2011, Regular Meeting Minutes. Sommers Tillotson seconded and the motion passed unanimously.
3. Public comment was heard.
4. The next item on the agenda is the preliminary consideration of allegations against an Academy employee. The Open Meeting Law, Minnesota Statute section 13D.05, subdivision 2(b), states that the Board shall close a meeting for the preliminary consideration of allegations against an employee subject to its authority. During the closed meeting, the Board will discuss the allegations and what, if any, action will be taken as a result of the allegations. Accordingly, pursuant to the law I have cited, I will hereby entertain a motion that this meeting be closed for the purpose of the preliminary consideration of allegations against an Academy employee. Dikken moved that the meeting will be closed. Bergeron seconded and the motion passed unanimously.
5. Romportl moved to reopen the meeting. Dikken seconded and the motion passed unanimously.
6. The Director's Report was given by John Howitz. Student enrollment numbers were provided and financials were discussed. The Baker Wilderness retreat went extremely well for the 7<sup>th</sup> graders. Most detentions given were for gum chewing and uniform violations. Juniors and sophomores have been interviewed for leadership positions in the houses for climate and culture. The Art Expo is coming up this weekend, and there are many other events taking place in the next few weeks.
7. The Lower School Dean Report was given by Sonja Menard. There have been no changes in enrollment. Science MCA tests have begun at the lower campus and are almost completed. NWEA testing is the 16<sup>th</sup>-24<sup>th</sup> of this month. The question banks for data driven instruction have been worked on and 3<sup>rd</sup> grade is complete. Eric Michaelson won the charter school essay contest for the month and got to read his essay at the state capital. Sacha Mueller acquired 2000 library books that

- are being screened for the potential to be included in the ERA Library. There is a tour next week.
8. Reports were given by the Work Groups. The Governance Work Group discussed what is going on at the state capital in regards to charter schools. Both the bill in the senate and the bill in the house reduce the number of contracted years between the charter school and the authorizer from five years to three years. The Budget/Finance Work Group discussed the April financials. The Human Resources Work Group is going to meet relating the most important pieces to be addressed by the work group. Paul Long is going to begin working on the Executive Director's review. The Policy Work Group is working on reviewing the student and faculty handbooks and revising the language in those. A copy of these documents will be provided at the May workshop. The Facilities Work Group discussed the meeting they had today regarding the facility. The process with a different investment group could be expedited, and it is looking very positive. Plans 1, 2, and 3 are still being discussed, and there are some viable options for including three sections for the start of next school year while the facility is being completed. More decisions should be made by Friday of this week. The Curriculum Work Group is working in conjunction with Sonja on Data Driven Instruction and implementation.
  9. Discussion was held regarding taking action on additional sections next year. Dikken moved that the contingency be removed from the January, 11, 2011 Regular Meeting Minutes item 11 upon facility space available and enrollment and offer enrollment for the 2011-2012 school year for 3 sections of grade levels K-12. Long seconded and the motion passed unanimously.
  10. Discussion was held regarding the election process, how to assign seats, and the candidate forum. There are six seats open, so: there is one open teacher seat that will go to the top vote-getter between the teacher candidates, there is at least one community member required by statute, so the top vote-getter in that category will get a community expert seat, there is at least one parent required by statute, so the top vote-getter in that category will get a parent seat. That leaves three seats left and the two three-year terms will be filled by the next two top vote-getters among the parents and community members, the next highest vote getter among parents or community members will fill the final year of the board seat vacated by Lee Stearns.
  11. Romportl moved to amend the budget for FY 2011 with an enrollment of 572, total revenues of 4,901,361 total expenditures of 4,809,081 and a general net income of 91,541 dollars. Sommers Tillotson seconded and the motion passed unanimously.
  12. Discussion was held regarding approving contracts for licensed teachers and educational assistants for 2011-2012. Dikken moved to direct the Executive Director to offer employment contracts to the following teachers and educational assistants for the 2011-2012 school year Amy Rau, Andrew Carlson, Annalise Oksnevad, April Grabanski, Austen Rockcastle, Brad Kalina, Dan Walker, Daniel Clapero, Elizabeth Luby, Erin Johnson, Heidi Palm, Jake Hairrell, Janice Gerheart, John D'Alessandro, John Luukkonen, John Miller, Jon Kamrath, Karen Sahli, Lisa Johnson, Mary Bradley, Melissa Hegg, Missy Madigan, Mitch Jensen,

Nicole Gillitzer, Robert Guelich, Rochelle Schelling, Sacha Muller, Sarah Manke, Sarah Nimchuk, Sarah Theisen, Susan Roeber, Tiffany Goedjen, Aaron Monson, Andrew Fox, Christopher Vacinek, Courtney Shaw, Dan Tripps, Katie Gillespie, Kirsten Walker, Kristy Orr, Mande Rickard, Melissa Lego, Michelle Mills, Sarah Pahl, Stacey MacNevin, Mary Pat Sigurdson, Danielle D'Alessandro, Julie Erickson, Laurie Basic, Michael Seal, Wendy Golter, Dilek Martin, Elizabeth Lewandowski, Matthew Jensen, and Riley Hoffman pending final approval for compensation and licensure for 2011-2012. Long seconded and the motion passed unanimously. Larson moved to direct the Executive Director to offer an employment contract for 2011-2012 school year to Sara Sloneker pending final approval for compensation and licensure for 2011-2012. Sommers Tillotson seconded and the motion passed with Sloneker abstaining. Menard moved to direct the Executive Director to offer an employment contract for 2011-2012 school year to Carolyn Sommers Tillotson pending final approval for compensation and licensure for 2011-2012. Romportl seconded and the motion passed with Sommers Tillotson abstaining. Romportl moved to direct the Executive Director to offer an employment contract for 2011-2012 school year to Jessica Bergeron pending final approval for compensation and licensure for 2011-2012. Wolff seconded and the motion passed unanimously. Long moved to direct the Executive Director to offer an employment contract for 2011-2012 school year to Mary Wolff pending final approval for compensation and licensure for 2011-2012. Sommers Tillotson seconded and the motion passed with Wolff abstaining.

13. Public comment was heard.

14. Larson moved to adjourn at 10:28 p.m. Menard seconded and the motion passed unanimously.

The meeting was adjourned at 10:28 p.m.

Minutes submitted by Sara Sloneker, Secretary

**Eagle Ridge Academy  
Regular Board Meeting Minutes  
June 20<sup>th</sup>, 2011  
7255 Flying Cloud Drive  
Eden Prairie, MN 55344**

**Board Members:**

*Present:* Amy Rau, Mary Wolff, David Dikken, Carolyn Sommers Tillotson, Dan Walker, Pete Larson, Paul Long, Jessica Bergeron, Jim Romportl

The meeting was called to order at 7:10 p.m. as a continuation of the June 7<sup>th</sup> 2011 meeting.

1. Wolff moved to approve the agenda with the removal of item i under New Business and item VI from the agenda. Bergeron seconded the motion and it was approved unanimously.
2. Wolff moved to place Amy Rau to fill director seat I vacated by Sonja Menard. Romportl seconded the motion and it was approved unanimously.
3. Wolff moved to place Dan Walker to fill director seat G vacated by Sara Sloneker on the board. Larson seconded the motion and it was approved unanimously.
4. Long moved to amend the contract with Juli Groath to be a twelve month contract with a compensation increase from \$35,000 to \$38,181 and added vacation days. Wolff seconded the motion and it was approved unanimously.
5. Long moved to amend the contract with Karen Conner to be a twelve month contract with a compensation increase from \$35,700 to \$40,000. Wolff seconded the motion and it was approved unanimously.
6. Long moved to extend an employment contract to Jane Wegener with compensation in the amount of \$37,500 contingent upon receiving her MN teaching license. Dikken seconded the motion and it was approved unanimously.
7. Long moved to amend the existing contract with Stephanie Jansen to increase the hours per day from five to six and compensation from \$21,000 to \$26,250. Wolff seconded the motion and it was approved unanimously.
8. Long moved to extend Krista Osmundson a contract for a 0.6 Latin position for the 2011-2012 school year with a salary of \$31,790. Romportl seconded the motion and it was approved unanimously.
9. Long moved to extend a contract to Mandee Ricard for the 2011-2012 school year with a salary of \$45,896. Wolff seconded the motion and it was approved unanimously.
10. Long moved to extend a contract to Angela DeBoer with duties to be assigned for the 2011-2012 school year to be compensated in the amount of her 2010-2011 salary. Dikken seconded the motion and it was approved unanimously.
11. Romportl moved to approve the contract with Beltz, Kes, and Associates for the 2011-2012 school year in the amount of \$86.50 per month based on an adopted budget of 833 students. Long seconded the motion and it was approved unanimously.

12. Romportl moved to approve the contract with By Word of Mouth for the 2011-2012 school year in the amount of \$8,650 per month based on an adopted budget of 833 students. Long seconded the motion and it was approved unanimously.
13. Long moved to elect Pete Larson as Chairman of the board for the 2011-2012 school year. Romportl seconded the motion and it was approved unanimously.
14. Dikken moved to elect Mike Hess as Treasurer of the board for the 2011-2012 school year. Larson seconded the motion and it was approved unanimously.
15. Dikken moved to elect Paul Long as Vice Chair of the board for the 2011-2012 school year. Wolff seconded the motion and it was approved unanimously.
16. Long moved to nominate Carolyn Sommers Tillotson as Secretary of the board for the 2011-2012 school year. Larson seconded the motion. Dikken moved to nominate Jessica Bergeron as Secretary of the board for the 2011-2012 school year. Walker seconded the motion. There was a roll-call vote as follows: Walker voted for Bergeron, Long voted for Sommers Tillotson, Larson voted for Sommers Tillotson, Romportl voted for Sommers Tillotson, Dikken voted for Bergeron, Sommers Tillotson voted for Bergeron, Wolff voted for Sommers Tillotson, Bergeron voted for Bergeron, and Rau voted for Bergeron.
17. Romportl moved to approve the preliminary budget for the 2011-2012 school year with a revenue of \$6,721,542, expenditures of \$6,296,449, and an ending fund balance of \$887,645. Dikken seconded the motion and it was approved unanimously.
18. Public comment was heard.
19. Larson moved to adjourn the meeting at 8:16 p.m. Wolff seconded the motion and it was approved unanimously.

The meeting was adjourned at 8:16 p.m.

Minutes submitted by Carolyn Sommers Tillotson

**Eagle Ridge Academy  
Special Board Meeting Minutes  
June 28<sup>th</sup>, 2011  
7255 Flying Cloud Drive  
Eden Prairie, MN 55344**

**Board Members:**

*Present:* Pete Larson, Paul Long, Jessica Bergeron, Jim Romportl, Mary Wolff, Amy Rau, Dan Walker, Carolyn Sommers Tillotson

*Not Present:* David Dikken

The meeting was called to order at 7:02 p.m.

1. Larson announced, *“The only item on the agenda is the preliminary consideration of allegations against an Academy employee. The Open Meeting Law, Minnesota Statute section 13D.05, subdivision 2(b), states that the Board shall close a meeting for the preliminary consideration of allegations against an employee subject to its authority. During the closed meeting, the Board will discuss the allegations and what, if any, action will be taken as a result of the allegations. Accordingly, pursuant to the law I have cited, I will hereby entertain a motion that this meeting be closed for the purpose of the preliminary consideration of allegations against an Academy employee.”*
2. Long moved to go into closed session pursuant to the Open Meeting Law, Minnesota Statute section 13D.05, subdivision 2(b), which states that the Board shall close a meeting for the preliminary consideration of allegations against an employee subject to its authority. Wolff seconded the motion and it was approved unanimously.
3. Romportl moved to return to open session. Bergeron seconded the motion and it was approved unanimously.
4. Wolff moved to adjourn the meeting at 8:00 p.m. Romportl seconded the motion and it was approved unanimously.

The meeting was adjourned at 8:00 p.m.

Minutes submitted by Carolyn Sommers Tillotson