



Members Present: N. Donnay, T. Smith, C. Olson

Members Absent: S. Mueller, D. Melendres

Ex-officio Members Present: J. Gutierrez

Meeting began at 12:00 pm

Reviewed Job Descriptions and Employment Agreements

Discussed the job descriptions/employment agreements and noted the following:

- Will continue gathering information and issue data practices requests where appropriate.
- Next Step: Will include MN School Board Association (MSBA) sample superintendent contract/job description in the board packet for informational purposes. This is the basis for all of the charter school Executive Director employment agreements currently gathered. Will also include offer letter currently issued to Executive Director.

Reviewed Job Evaluation Status

Discussed job evaluations - information is currently being gathered to perform these for the positions reporting to the Board.

Miscellaneous Discussion

Discussed the different phases of the Succession Planning Committee and how the Board will have to determine the process for approving employment agreements.

The meeting ended at 12:45 pm

Submitted by J. Gutierrez, St. Croix Preparatory Academy