Laura Jeffrey Academy Board Meeting
Tuesday, June 16, 2026
6:15-8:15 pm 1550 Summit Ave, St Paul, MN 55105

Members Present: (Please make any adjustments)
Carlos Alderete, not present
Dorea Ruggles
Bob Arens
Jill Marchand
Amanda Olson
Heidi Jarmuz, attending virtually

Anna Robinson, Ex-Officio
Amanda Dahlke
Lizzie Forshee

Agenda

1. Welcome
    - Meeting opened at 6:16pm, roll call attendance: updated above
2. Public Comment
    - No public comment
3. Approval of Agenda
    - Motion to approve, Jill, 2nd: Bob Agenda approved - unanimous roll call vote
4. Approval of May 2026 Minutes
    - Motion to approve, Bob, 2nd: Jill - Approved in a unanimous roll call vote
5. Financials
    - May Financial Dashboard
    - May Financial Packet
    - May Financial Detailed IS
        i. Board question - when does the holdback get cleared up?
            1. Sometime over the summer, usually by September
        ii. Leadership - received a 4th grant for teacher mentoring to start next year, with the goal of supporting new teachers and teachers of color
        iii. Motion to approve the May financials: Heidi, 2nd: Bob, approved by unanimous roll call vote
6. New Business
    - Motion to add a vote for a new member appointment, Dorea, 2nd: Bob
        i. Roll call vote, Unanimous approval
            1. Board: received an application from Tara Borton, a parent of a current scholar with expertise in areas including law, public health, and board membership - the application has been shared with current board members
            2. Motion to appoint Tara Bolton to the 2026-2027 school year to fill a vacated position, per the LJA Bylaws: Article 4: section 4 - Bob, 2nd: Jill - Unanimous approval with a roll call vote

- Motion to add a permanent spot on the agenda for carryover items for the next meeting, Jill, 2nd: Bob
    i. Roll call vote, Unanimous approval

7. Leadership Update- Anna
    - Enrollment update
        - Currently at 107, following up with applications still coming in
        - Enrollment events - picnics, tours, and CEL meetings currently planned with the goal over the summer of getting closer to 115 - summer is fluid, we won't know until the fall where we're truly at. August often brings a flurry of applications.
    - Designate a Chief Administrator from the Leadership Team for the 2026-27 school year
        - Follows language in by-laws that one member of the Leadership Team be designated as the Chief Administrator for purposes of being an ex-offico member of the Board.
            - Currently Anna has been re-appointed by the Leadership team
            - Motion to appoint Anna Robinson to this position for the 26-27 school year: Bob, 2nd: Jill, Roll call vote: unanimous approval
    - Tuition / Advancement Policy
        - Leadership: this is a new policy to support any future needs to financially support staff advancement when it is in the interest of LJA. This reflects the recent SPED director training for Lizzee Forshee and creates a process for future opportunities.
            - Board questions: would someone receiving this be required to continue employment at LJA for a period of time? Leadership: yes, this is written into the stipend contract
            - Motion to approve: Bob, 2nd: Jill, Unanimously approved via roll call vote
    - ELP Update
        - All 2025-26 goals were achieved across the curriculum
    - Academic Goals Update (Eileen)
        - CACR report (Civic Achievement and College Readiness)
        - Working on this - will have data for August on Math and Science
        - Metrics were met or achieved for math and reading, students are performing at or above measures for college readiness
8. Osprey Wilds 25-26
    - General Information
        i. Osprey Wilds 25-26 Charter School Support Calendar
        ii. Sounding Board Training
        iii. Board: recommend discussing these opportunities more at our retreat
9. Committees
    - Leadership Team Review
        i. Data has been collected, we're resting and will analyze the data in the fall
    - Governance
        i. LJA Gift Policy
            1. This serves as a reference for the Conflict of Interest policy, it can be removed from future agendas

ii. Recruitment
   1. Recommend starting early in the fall to build this plan, and would like to explore connecting with CEL

10. Old Business
   - Math Proficiency Goal Discussion
      i. Nothing new here until new MCA data becomes available
   - 2026 Board Retreat
      i. July 18 or 19, or August 15
         1. Whole day or half day?
            a. No more than 6 hours, but if more than 3 please consider food, comfort, and levity. Also time-box discussion topics.
            b. Propose 4 hours with breaks at a community meeting space
            c. Goal: July 18 or 19
               i. Bob, Jill - generate agenda and contact new member: Tara Borton (following Leadership background check)
               ii. Amanda, Dorea - location, food
      ii. Goals for this retreat:
         1. Evaluation review
         2. Committees & goals for committees
         3. Board objectives, school objectives, strategic plan update
         4. Board to Leadership: Would love a conversation about: What do you need from us? How can we support you best?
            a. Board recruitment
            b. Visibility of board related work
   - Fundraising
      i. Started a go fund me for after school activities, and hope to additionally support with give to the max - this is a draw, common request for student retention.
      ii. Anticipate about $5000 per year to pay staff to stay after school hours, need funds to start this and hope to be able to maintain.
      iii. In the past, providing transportation was an equity goal, but Leadership has revisited this goal and hope that families can support with carpooling/pick ups in order to have this.
      iv. Will also request marketing support on this from CEL in upcoming meeting, board members, please also actively share across social networks

11. New Business
   - The board needs to elect board roles for the upcoming year

    i. Board recommends re-appointing current board leaders and reviewing in August, per article 5, section 1 of the bylaws

12. Carryover Items
    - Approval of Conflict of Interest Policy to replace the Gift Policy agenda item
    - Strike Math proficiency discussion item from the next agenda
    - Restructure the training section to reflect a specific new topic from OW sounding board topics
    - Board role elections should be added to August agenda
13. Motion to adjourn: Jill, 2nd: Bob, Unanimous roll call vote, meeting closed at 7:36pm