

EOC offers students throughout Minnesota a personalized, project-based learning experience, leading to adults who can achieve their goals, explore their passions, and find their place in the world.

EdVisions Off-Campus

Board of Directors Annual Organizational Meeting

Thursday, July 18th, 2013, 3:30 PM

Minutes

A. Called meeting to order by chair at 3:31pm.

B. Roll Call of Attendance:

Kim Bovee (June 2014) X
Lill Raynard (June 2015) X
Larry Schmidt (June 2014) X
Kara Nelson (June 2014) X

Patty Monson-Geerts (June 2016) A
Karen Locke (June 2016) X
Michelle Anderson (June 2015) A

Others Present: Mike Motzko, Gigi Dobosenski, Cathy Diaz

C. Election of Officers

1. Schmidt nominates Nelson for Chair.
 2. Motzko nominates Schmidt for Vice-Chair.
 3. Schmidt nominates Motzko for Treasurer.
 4. Schmidt nominates Raynard for Clerk.
 5. Nelson nominates Bovee as Human Rights Officer.
- A motion was made to accept all nominations. M – Locke, S – Nelson. Unanimous motion carried.

D. Approval of Agenda

1. **Agenda Approval. M - Locke, S - Nelson.** Unanimous motion carried.
2. **Conflict of interest disclosures regarding agenda items.**

E. Oath of Office

1. Oath of Office for new board members needs to be notarized and sent to Nelson, new Board Chair.

F. Organizational Items

1. A motion was made for the Board to continue to meet on the 3rd Thursday of each month at 3:30pm. M – Nelson, S – Locke. Unanimous motion carried.

G. Treasurer to Invest and Transfer Funds

1. A motion was made to give Treasurer Motzko the ability to invest and transfer funds. M – Locke, S - Nelson. Unanimous motion carried.

H. School Depositories

1. A motion was made to remain with Hometown Bank in Henderson. M - Locke, S - Nelson. Unanimous motion carried.

I. Mileage Rate

1. A motion was made that we will reimburse staff at the federal rate and families at half the federal rate. M – Nelson, S – Locke. Unanimous motion carried.

J. Board of Officers to Sign Checks

1. A motion was made to continue to use Dobosenski, Grapentine, Motzko, Lepper and Kroehler as the Board of Officers to sign checks. M – Locke, S – Nelson. Unanimous motion carried.

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K. Finance Committee

1. A motion was made to continue with the finance committee of Dobosenski, Diaz, Lepper and Motzko. M – Locke, S - Nelson. Unanimous motion carried.

L. By Law Review

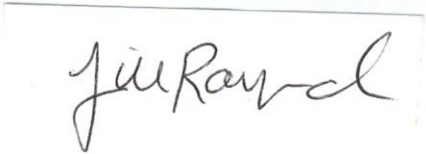
1. A motion was made to approve the by laws as they are written. M – Nelson, S – Locke. Unanimous motion carried.

M. Other Business

1. Minnesota Association of Secondary School Principals (MASSP). A motion was made to renew our membership with MASSP for the 2013-2014 school year. M - Nelson, S - Locke. Unanimous motion carried.

N. Adjourn Meeting

1. Meeting adjourned at 3:51pm. M - Locke, S - Raynard. Unanimous motion carried.



A handwritten signature in cursive script, reading "Jill Raynard", is enclosed within a rectangular box. The signature is written in dark ink on a light-colored background.

Clerk:

Date: 7-18-13

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EdVisions Off-Campus

Board of Directors Meeting Thursday, July 18th, 2013, 3:30 PM Minutes

A. Called meeting to order by chair at 3:53pm.

B. Roll Call of Attendance:

Kim Bovee (June 2014) X	Patty Monson-Geerts (June 2016) A
Lill Raynard (June 2015) X	Karen Locke (June 2016) X
Larry Schmidt (June 2014) X	Michelle Anderson (June 2015) A
Kara Nelson (June 2014) X	

Others Present: Mike Motzko, Gigi Dobosenski, Cathy Diaz

C. Educational Data

1.

D. Correction and approval of previous meetings

1. Approve Board Meeting minutes from last month. M - Schmidt, S - Locke. Unanimous motion carried.

E. Open Forum

1.

F. Approval of Agenda

1. Agenda Approval. M - Schmidt, S - Locke. Unanimous motion carried.
2. Conflict of interest disclosures regarding agenda items.

G. Consideration of Claims and Accounts

1. Treasurer's Report

Motion to approve expenses. M – Schmidt, S - Locke. Unanimous motion carried.

- a) Revenue of \$1,050.43
- b) Expenses of \$122,244.62
- c) Ledger Balance (Cash Fund Balance) of \$ 305,168.75
- d) Bank Reconciliation of \$ 324,961.59

H. Communications

1. Dobosenski reported that we are waiting for our final review from VOA.
2. Dobosenski reported we have been working with our SPED Director to finish some financial aspects of services provided from FY13.

I. Hearing of Reports

1. Director Monthly Updates
Diaz reported our audit is coming up July 30th.
Diaz reported that the most recent cash flow projection is a rough estimate due to hold back changes from the state.
Dobosenski reported state test scores are still under embargo until the end of July.
Dobosenski reported the online learning annual report was submitted last week.
Dobosenski reported that the e-folio will be submitted by August 1st.
Dobosenski reported that our new part-time Advisor (Jessica Mockros) was recently trained at the Summer Institute.
Dobosenski reported our most recent ADM was between 89.7-89.9.

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2. Staff Monthly Updates

Locke reported the new EOC website should be up and running by the end of the summer.
Locke reported that information sessions will be coming up in August.

J. Unfinished business

1. Policies 400 (Harassment), 507 (Bullying), 522 (Student Sex Discrimination), 524 (Internet Use Policy), 533 (Pledge of Allegiance): Round 2

A motion was made to opt not to recite the Pledge of Allegiance. M – Nelson, S – Raynard.
Unanimous motion carried.

K. New Business

1. Authorizer recommendation

Diaz reported that Schmidt, Diaz, Dobosenski and Raynard participated in a conference call with Innovative Quality Schools on July 8th, 2013 to discuss our possibility of transferring to using them as our Authorizer.

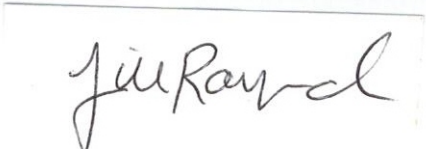
Diaz reported that IQS has a spot available for us for the 2014-2015 school year and are willing to work with us through the transfer process.

A motion was made to proceed with the process of transferring to using IQS as our Authorizer. M - Bovee, S - Locke. Unanimous motion carried.

L. Next Meeting August 15th, 2013 @ 3:30 pm

M. Adjourn Meeting

1. Meeting adjourned at 4:23pm. M - Locke, S - Schmidt. Unanimous motion carried.



A handwritten signature in cursive script, reading "J. Raynard", is enclosed within a rectangular box. The signature is written in dark ink on a light-colored background.

Clerk:

Date: 7-18-13

EdVisions Off-Campus High School

June 2013 Financial Report

Revenue	\$ 6,406.09	This is the Cash Deposited for June	(Receipt Listing Report)
	(5,324.86)	FY12 sped	
	\$ (30.80)	credit card mistake	
	\$ -		
	\$ 1,050.43	Revenue for June	(Trial Balance - Revenue)

Expenses	\$ 122,275.42	Total of checks written for June	(Check Register)
	\$ (30.80)	credit card mistake	
	\$ -		
	\$ 122,244.62	Expenses for June	(Trial Balance - Expenses)

Fund Balance	\$ 305,168.75	Last Month	\$ 421,038.08
Accounts Recievable			\$ 5,324.86 FY12 sped

Cash Balance	\$ 305,168.75	\$ 426,362.94	New Total for Last Month
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Comments:	(Trial Balance - Balance Sheet - Cash, or)
	(Bank Reconcilliation Worksheet)

EDVISIONS OFF-CAMPUS CHARTER

Check Register by Bank and Check Number

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
4151		CB	3208	3395	Check	1	1126		Bank of America	Yes	Yes	No	USD	06/07/2013	1,785.84
			3210	3396	Check	1	1164		Bluma, Megan	Yes	Yes	No	USD	06/07/2013	119.17
			3205	3397	Check	1	1033		Dobosenski, Regina	Yes	Yes	No	USD	06/07/2013	427.33
			3215	3398	Check	1	1272		Dornack, Laura	Yes	Yes	No	USD	06/07/2013	49.95
			3202	3399	Check	1	1003		EdVisions Cooperative	Yes	Yes	No	USD	06/07/2013	81,160.60
			3216	3400	Check	1	1277		Frontier	Yes	Yes	No	USD	06/07/2013	56.36
			3218	3401	Check	1	1285		Johnson, Bonnie	Yes	Yes	No	USD	06/07/2013	55.50
			3217	3402	Check	1	1284		KAJ Labs	Yes	Yes	No	USD	06/07/2013	5,600.00
			3206	3403	Check	1	1047		Kelley, Susan	Yes	Yes	No	USD	06/07/2013	200.00
			3209	3404	Check	1	1135		Lepper, Chris	Yes	Yes	No	USD	06/07/2013	409.62
			3213	3405	Check	1	1248		Monson Geerts, Patty	Yes	Yes	No	USD	06/07/2013	469.66
			3207	3406	Check	1	1084		Motzko, Michael	Yes	Yes	No	USD	06/07/2013	378.49
			3214	3407	Check	1	1252		Raynard, Lill	Yes	Yes	No	USD	06/07/2013	278.50
			3211	3408	Check	1	1196		Schmidt, Larry	Yes	Yes	No	USD	06/07/2013	397.14
			3212	3409	Check	1	1197		Verizon Wireless	Yes	Yes	No	USD	06/07/2013	892.28
			3204	3410	Check	1	1031		VISI	Yes	Yes	No	USD	06/07/2013	309.00
			3203	3411	Check	1	1010		Volunteers of America	Yes	Yes	No	USD	06/07/2013	10,073.78
			3224	3412	Check	1	1112		A Chance to Grow, Inc.	Yes	No	No	USD	06/26/2013	952.61
			3219	3413	Check	1	1005		EdVisions, Inc.	Yes	No	No	USD	06/26/2013	3,112.15
			3225	3414	Check	1	1154		Hanover Insurance Group	Yes	No	No	USD	06/26/2013	6,534.32
			3221	3415	Check	1	1036		InfraSupport Corporation	Yes	No	No	USD	06/26/2013	3,921.60
			3222	3416	Check	1	1047		Kelley, Susan	Yes	No	No	USD	06/26/2013	600.00
			3227	3417	Check	1	1234		Kvam, Jennifer	Yes	No	No	USD	06/26/2013	249.95
			3220	3418	Check	1	1034		Locke, Karen	Yes	No	No	USD	06/26/2013	566.60
			3229	3419	Check	1	1287		Miech, Jenny	Yes	No	No	USD	06/26/2013	438.93
			3228	3420	Check	1	1261		Mockros, Jessica	Yes	No	No	USD	06/26/2013	430.69
			3223	3421	Check	1	1073		Project-Based Learning Systems	Yes	No	No	USD	06/26/2013	1,805.00
			3226	3422	Check	1	1197		Verizon Wireless	Yes	No	No	USD	06/26/2013	1,000.35

Bank Total: CB

\$122,275.42

Report Total:

\$122,275.42

EDVISIONS OFF-CAMPUS CHARTER

Trial Balance Summary Report

Periods: 201312 To: 201312

Comp L	Fd Org	Pro	Crs	Fin	O/S	Ty	Account Description	Fin Code	Class	Sub Class	Starting Balance	Debits	Credits	Ending Balance
4151	E	01	005	010	000	000	366 F Travel-Board of Education	B	422	000	175.00	59.00	0.00	234.00
4151	E	01	005	105	000	000	306 F EdVisions Payment-Adminis	B	422	000	20,651.37	2,631.45	0.00	23,282.82
4151	E	01	005	105	000	000	366 F Workshops/Travel - Adminis	B	422	000	80.00	0.00	0.00	80.00
4151	E	01	005	110	000	000	305 F Legal Services/Audit	B	422	000	8,161.35	0.00	0.00	8,161.35
4151	E	01	005	110	000	000	306 F EdVisions Payment-Financi	B	422	000	34,429.36	4,222.83	0.00	38,652.19
4151	E	01	005	110	000	000	316 F Financial Services - Region	B	422	000	3,142.35	0.00	0.00	3,142.35
4151	E	01	005	110	000	000	366 F Tra/bussiness office (wksp,	B	422	000	981.26	75.15	0.00	1,056.41
4151	E	01	005	407	000	419	366 F Federal Travel - LD	B	422	000	175.00	0.00	0.00	175.00
4151	E	01	005	940	000	000	340 F Insurance	B	422	000	0.00	6,534.32	0.00	6,534.32
4151	E	01	010	210	000	514	555 F REAP Grant - Technology E	B	422	000	17,786.00	0.00	0.00	17,786.00
4151	E	01	010	211	000	000	305 F Professional Service - Seco	B	422	000	8,566.50	17,045.38	0.00	25,611.88
4151	E	01	010	211	000	000	306 F EdVisions Payment - Regul	B	422	000	399,085.59	53,972.03	0.00	453,057.62
4151	E	01	010	211	000	000	307 F Advertising	B	422	000	12,094.76	5,600.00	0.00	17,694.76
4151	E	01	010	211	000	000	320 F Telephone	B	422	000	3,451.78	142.61	0.00	3,594.39
4151	E	01	010	211	000	000	329 F Postage	B	422	000	1,690.67	67.09	0.00	1,757.76
4151	E	01	010	211	000	000	366 F Travel - Staff	B	422	000	15,321.22	991.50	0.00	16,312.72
4151	E	01	010	211	000	000	390 F Pymts to Other Dist. - Tuitio	B	422	000	1,199.56	0.00	0.00	1,199.56
4151	E	01	010	211	000	000	401 F Office Type Supplies	B	422	000	692.99	0.00	0.00	692.99
4151	E	01	010	211	000	000	430 F Instruct Supplies	B	422	000	3,667.06	1,835.80	30.80	5,472.06
4151	E	01	010	211	000	000	461 F Standardized Tests	B	422	000	486.00	0.00	0.00	486.00
4151	E	01	010	211	000	000	820 F Dues & Memberships-Non S	B	422	000	3,519.50	0.00	0.00	3,519.50
4151	E	01	010	211	000	302	555 F Technology Equipment	B	424	000	13,482.35	0.00	0.00	13,482.35
4151	E	01	010	211	000	311	320 F Internet Access	B	422	000	32,501.75	3,081.58	0.00	35,583.33
4151	E	01	010	211	000	733	366 F Field Trip Mileage	B	422	000	5,287.49	1,398.35	0.00	6,685.84
4151	E	01	010	211	000	733	394 F fieldtrip expenses	B	422	000	10,888.53	585.45	0.00	11,473.98
4151	E	01	010	211	400	733	394 F Field Trip - Seattle 2013	B	422	000	21,151.27	0.00	0.00	21,151.27
4151	E	01	010	401	000	740	373 F Speech - SpEd - State Func	B	422	000	5,593.85	935.00	0.00	6,528.85
4151	E	01	010	403	000	419	433 F SpEd Supplies - Severe DC	B	422	000	376.06	0.00	0.00	376.06
4151	E	01	010	403	000	740	305 F Special Ed Consultant - DCI	B	422	000	620.00	0.00	0.00	620.00
4151	E	01	010	403	000	740	433 F SpEd Supplies - DCD Seve	B	422	000	0.00	131.83	131.83	0.00
4151	E	01	010	407	000	740	306 F EdVisions Payment - SLD	B	422	000	146,627.52	20,334.29	0.00	166,961.81
4151	E	01	010	420	000	419	303 F Federal Flow Through - Spe	B	422	000	7,070.44	17.61	0.00	7,088.05
4151	E	01	010	420	000	419	366 F SpEd Federal Mileage	B	422	000	674.18	229.97	0.00	904.15
4151	E	01	010	420	000	419	378 F Fed Funds - School Psycho	B	422	000	2,600.00	800.00	0.00	3,400.00
4151	E	01	010	420	000	419	433 F SpEd Supplies/Testing Mat	B	422	000	345.00	131.83	0.00	476.83

EDVISIONS OFF-CAMPUS CHARTER

Trial Balance Summary Report

Periods: 201312 To: 201312

Comp L	Fd Org	Pro	Crs	Fin	O/S	Ty	Account Description	Fin Code	Class	Sub Class	Starting Balance	Debits	Credits	Ending Balance
4151	E	01	010	420	000	480	401 F Federal SpEd Stimulus - Su	B	422	000	525.00	0.00	0.00	525.00
4151	E	01	010	640	000	000	366 F Staff Development - Travel	B	422	000	7,664.54	1,584.18	0.00	9,248.72
4151	E	01	010	640	000	000	401 F Staff Development - Supplie	B	422	000	228.56	0.00	0.00	228.56
4151	E	01	010	640	000	335	366 F Trav/Conv/Conference Qcoi	B	422	000	507.86	0.00	0.00	507.86
4151	E	01	010	640	000	335	401 F Supplies Qcomp	B	422	000	246.89	0.00	0.00	246.89
Report Total:											\$791,748.61	\$122,407.25	\$162.63	\$913,993.23

EDVISIONS OFF-CAMPUS CHARTER

Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp	Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount	
1426	4151	CB																
credit card mistake				1437	Credit	A	06/06/13	6/6/13	Check	1	m			Miscellaneous				
						4151	E 01 010 211 000 000	430			Instruct Supplies					30.80	0.00	
															Receipt Total:	\$30.80	\$0.00	
															Deposit Total:	\$30.80	\$0.00	
1427	4151	CB																
spring celebration				1438	Credit	A	06/10/13	6/10/13	Check	1	m			Miscellaneous				
						4151	R 01 000 000 000 000	060			Student Activity Fees					728.00	0.00	
															Receipt Total:	\$728.00	\$0.00	
															Deposit Total:	\$728.00	\$0.00	
1428	4151	CB																
computers				1439	Credit	A	06/12/13	6/12/13	Check	1	m			Miscellaneous				
						4151	R 01 000 000 000 000	099			Misc					75.00	0.00	
															Receipt Total:	\$75.00	\$0.00	
															Deposit Total:	\$75.00	\$0.00	
1429	4151	CB																
MA bill back				1440	Credit	A	06/26/13	6/20/13	Check	1		1001		State of Minnesota				
						4151	R 01 000 000 000 000	071			Med Assist Fr Dept of HS					176.10	0.00	
															Receipt Total:	\$176.10	\$0.00	
															Deposit Total:	\$176.10	\$0.00	
1430	4151	CB																
state payment				1441	Credit	A	06/28/13	6/28/13	Wire	1		1001		State of Minnesota				
						4151	B 01 121 000						1039	06/29/12	Invoice	361,174.83	5,324.86	0.00
															Receipt Total:	\$5,324.86	\$0.00	
															Deposit Total:	\$5,324.86	\$0.00	
1431	4151	CB																
interest				1442	Credit	A	06/30/13	6/30/13	Wire	1		1002		Home Town Bank Henders				
						4151	R 01 000 000 000 000	092			Interest					71.33	0.00	
															Receipt Total:	\$71.33	\$0.00	
															Deposit Total:	\$71.33	\$0.00	
															Report Total:	\$6,406.09	\$0.00	

EDVISIONS OFF-CAMPUS CHARTER

Trial Balance Summary Report

Periods: 201312 To: 201312

Comp L	Fd Org	Pro	Crs	Fin	O/S	Ty	Account Description	Fin Code	Class	Sub Class	Starting Balance	Debits	Credits	Ending Balance
4151	R	01	000	000	000	060	F Student Activity Fees	B	422	000	(234.00)	0.00	728.00	(962.00)
4151	R	01	000	000	000	071	F Med Assist Fr Dept of HS	B	422	000	(850.38)	0.00	176.10	(1,026.48)
4151	R	01	000	000	000	092	F Interest	B	422	000	(1,589.43)	0.00	71.33	(1,660.76)
4151	R	01	000	000	000	099	F Misc	B	422	000	0.00	0.00	75.00	(75.00)
4151	R	01	000	000	000	201	F Endow Fund Apportion	B	422	000	(2,743.07)	0.00	0.00	(2,743.07)
4151	R	01	000	000	000	514	F REAP Grant Revenue	B	422	000	(17,786.00)	0.00	0.00	(17,786.00)
4151	R	01	000	000	003	211	F General Education Aid	B	422	000	(658,137.33)	0.00	0.00	(658,137.33)
4151	R	01	000	000	003	360	F Spec Education Aid	B	422	000	(103,311.22)	0.00	0.00	(103,311.22)
4151	R	01	000	000	400	096	F Donations for Seattle 2013	B	422	000	(5,878.81)	0.00	0.00	(5,878.81)
Report Total:											(\$790,530.24)	\$0.00	\$1,050.43	(\$791,580.67)

EDVISIONS OFF-CAMPUS CHARTER

Reconciliation Worksheet

06/30/2013

Audit No	Statement Date	Co	Bank Code	Bank Name/Description
1103	06/30/2013	4151	CB	HOME TOWN BANK HENDERSO HOME TOWN BANK HENDERSOI

Worksheet has been Finalized

Statement Amount 324,961.59

Deposits in Transit 0.00

Outstanding Payments

Checks 19,792.84

Wires 0.00

SHR - Payments 0.00

SHR - Third Party 0.00

Cash 0.00

ACH 0.00

Adjustment Amount 0.00

Amount Per Bank 305,168.75

GL Account Balance 305,168.75

Difference 0.00

Co	L	Fd	Org	Pro	Crs	Fin	O/S
4151	B	01	101	000			

Ty
F

Adjustments

00/00/0000

EDVISIONS OFF-CAMPUS CHARTER

Trial Balance Summary Report

Periods: 201312 To: 201312

Comp L	Fd Org	Pro	Crs	Fin	O/S Ty	Account Description	Fin Code	Class	Sub Class	Starting Balance	Debits	Credits	Ending Balance
4151	B	01	101	000		F Cash & Cash Equiv	B	100	000	421,038.08	6,406.09	122,275.42	305,168.75
4151	B	01	121	000		F Due From Dept of Ed	B	100	000	15,826.38	0.00	5,324.86	10,501.52
4151	B	01	206	000		F Other Accts Payable	B	200	000	0.00	122,275.42	122,275.42	0.00
4151	B	01	422	000		F Unreserved/Undesig	B	400	000	(438,082.83)	0.00	0.00	(438,082.83)
4151	B	98	143	000		F Equipment	B	100	000	162,813.77	0.00	0.00	162,813.77
4151	B	98	173	000		F Accum Depr On Equip.	B	100	000	(108,818.29)	0.00	0.00	(108,818.29)
4151	B	98	430	000		F Invest. Fixed Assets	B	400	000	(53,995.48)	0.00	0.00	(53,995.48)
Report Total:										(\$1,218.37)	\$128,681.51	\$249,875.70	(\$122,412.56)