



**FRIENDSHIP ACADEMY**  
OF THE ARTS  
Where friendship and academic excellence meet

2600 E. 38<sup>th</sup> Street, Minneapolis, MN 55406 | P: 612-879-6703 | F: 612-879-6707 | [www.friendshipacademy.org](http://www.friendshipacademy.org)

**Minutes**  
**Board of Directors of Friendship Academy of the Arts**  
**November 26, 2018**  
**5:00 pm**

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**Location: 2600 E. 38th Street Minneapolis, Minnesota 55406 Lower Level**

Attendance: Wendy Hines, Berta Needham, Brenda Hill, Akuorkor Ablorh, Ananyasia Joseph, Dr. Robbie Burnett,

Staff: Mary Lee Kenney, Mary Craig, Dr. Charvez Russell, Nell Collier, Mary Craig

- I. Call to Order – Meeting called to order at 5:08 PM by Wendy Hines
- II. Approval of Agenda – Motion to proceed with the agenda and include the Family and Community Collaboration presentation in the Executive Director Report section (Brenda Hill / Ananyasia Joseph) – approved unanimously
- III. Financial Report
  - a. [09/2018 and 10/2018] - A Title I grant was approved. Money is expected for Title I and for Special Education in December. Participants asked questions about the report. Through the chocolate bar sale, Friendship Academy of the Arts (FAA) gets half of each dollar sold. Motion to approve the finance report including the October disbursements (Brenda Hill / Berta Needham) – approved unanimously.
  - b. Audit Update – December will be the earliest update on the audit. This is important because the board must submit the report to the state by December 31. Motion to authorize the Executive Director and the Board Chair to submit the audit report by December 31 (Ananyasia Joseph / Brenda Hill) – approved unanimously.
- IV. Minutes for 10/29/2018 – Changes requested included listing the first and last name of everyone in attendance, keeping all bullets about the director’s report under one bullet section, and rewording one sentence.
  - a. Motion to approve the meeting minutes with the aforementioned corrections (Berta Needham / Ananyasia Joseph) – approved unanimously.
- V. Authorizer Communication - Refer to Performance Framework and the Contract Goal Reporting. The numbers for goal 1 and goal 8 were discussed.
- VI. Executive Director Report - Refer to November Executive Director Report and World’s Best Workforce.
  - a. Family and Community Collaboration Team – Mary Lee Kenney presented success indicators on behalf of the Family and Community Collaboration Team. Participants discussed and brainstormed with her. As she presented, she updated the document with ideas from attendees. The next Friendship Way Team to present is to be determined by the executive director.



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- b. Motion to approve the “Nonsectarian Policy and Equal Access During Non-Instructional Time” within the Executive Director Report (Akuorkor Ablorh / Berta Needham) – unanimously approved.
  - c. Facilities update given and the executive director voiced ongoing commitment to expansion.
  - d. Most content of the annual report is what was in the annual public meeting and other director reports. Both these reports are due to the authorizer by the end of the month. It is due to the state later on. The information is similar but broken down in a different way. Motion to accept the FAA World's Best Workforce report and the Annual Report (Brenda Hill / Ananyasia Joseph) – approved. Question raised: Do we want to change the way we measure for career readiness in the World's Best Workforce?
  - e. Human Resources Department – Setting up a human resources department is needed before we expand, and thus hire more teachers. Human resources support from Designs for Learning can help our growing organization. Also Designs for Learning can look at the benefits package and can see what is going on at other schools. Motion to accept the contracts for Friends Who Write, a writing program that will be used with grade six this year, and Designs for Learning (Robbie Burnett / Brenda Hill) – approved unanimously.
- VII. Board Miscellaneous
- a. Committee Miscellaneous – No committees report this month.
- VIII. Next Board Meeting Date – The board agreed not to meet in December with the provision that we can call an emergency meeting if we have a lease to discuss.
- IX. Adjournment of Board Meeting – Motion to adjourn at 7:24 PM – approved unanimously.