



MEETING AGENDA OF THE EMID BOARD

OCTOBER 26TH, 2022

5:30 P.M. GENERAL MEETING

6063 HUDSON ROAD, SUITE 218, WOODBURY, MN 55125

CALL TO ORDER

ROLL CALL

APPROVAL OF THE AGENDA

OPEN FORUM

CONSENT AGENDA

- A. Minutes of the August 17, 2022 Board Meeting
- B. Accounts Payable, Monthly Check Register for October 2022
- C. Financial Reports

FOCUS AREA #1: PROVIDE PROGRAMS AND SERVICES THAT EDUCATE AND SUPPORT STAFF, STUDENTS, AND FAMILIES AND DIMINISH BARRIERS TO EDUCATIONAL EQUITY:

- I. Closing update
- II. Website Update
- III. Mail Forwarding
- IV. Lease Update
- V. Data storage update
- VI. Working agreements for GR Action Plan

FOCUS AREA #2: LEAD REGIONAL DIALOGUE, ADVOCACY, AND ACTION FOR EQUITABLE EDUCATION SYSTEMS AND OUTCOMES:

FOCUS AREA #3: STRENGTHEN EQUITY ALLIANCE MN'S BUSINESS MODEL TO PROMOTE OUR OWN FISCAL AUTONOMY, SUSTAINABILITY, AND GROWTH:

COMMITTEE REPORTS

BOARD FORUM

ADJOURNMENT

FUTURE MEETINGS AND TENTATIVE AGENDAS

- **NOVEMBER 16, 2022 - EQUITY ALLIANCE MN OFFICES (TENTATIVE)**
- **DECEMBER TBD**

EQUITY ALLIANCE MN BOARD MEETING

AGENDA ITEM: CONSENT AGENDA

MEETING DATE: OCTOBER 26, 2022

DATE PREPARED: SEPTEMBER 15, 2022

SUGGESTED DISPOSITION: CONSENT AGENDA

CONTACT PERSON: DR. ALEX HERMIDA, EXECUTIVE DIRECTOR

BACKGROUND:

A. Approval of Minutes

A copy of the minutes from the regular meeting of August 17, 2022 is enclosed for your review. Board approval is requested.

B. Monthly Check Register

A copy of the monthly check registers for August 2022 and August 2022 is enclosed. Administration recommends that the Board approve the payments as itemized.

RECOMMENDATION:

A motion and a second to approve the Consent Agenda will be requested.

EQUITY ALLIANCE MN BOARD MEETING
August 17, 2022
5:30 P.M. GENERAL MEETING
6063 HUDSON ROAD, SUITE 218, WOODBURY, MN 55125

CALL TO ORDER

Meeting called to order by Michael Boguszewski, Board Chair, at 5:37 p.m.

RoLLCALL

ATTENDANCE: BOARD REPRESENTATIVE

ISD 623, Roseville Area: Michael Boguszewski - Chair

ISD 831, Forest Lake Area: Rob Rapheal - Treasurer

ISD 006, South St. Paul: Linda Diaz

ISD 624: White Bear Lake: Jessica Ellison

STAFF:

Dr. Alex Hermida, Executive Director; Kathy Miller, Business Manager; Camila Somers, Support Specialist

APPROVAL OF THE AGENDA

(ISD 624) Ellison moved to approve the agenda. (ISD 831) Rapheal seconded. The motion to approve the agenda carried with all members present voting in the affirmative.

OPENFORUM

There was no one who signed up to speak.

CONSENT AGENDA

(ISD 006) Diaz moved to approve the Consent Agenda. (ISD 831) Rapheal seconded the motion. The motion to approve the Consent Agenda carried with all members present voting in the affirmative.

Focus AREA #1: PROVIDE PROGRAMS AND SERVICES THAT EDUCATE AND SUPPORT STAFF, STUDENTS, AND FAMILIES AND DIMINISH BARRIERS TO EDUCATIONAL EQUITY:

I: **CONTRACT WORK Update:** Extension of timeline for contract with Great River Montessori is needed.

II. **DATA PROCEDURE POST CLOSING:** Who owns the intellectual rights to the things we've done and such. What happens when people contest for the same information, no one should have full ownership, it should be a shared resource. Having a curator that has a hard drive with all the information that stays with a title versus an individual. The Director of HR should keep this information and a process should be developed to trade information

Focus AREA #3: STRENGTHEN EQUITY ALLIANCE MN's BUSINESS MODEL TO PROMOTE OUR OWN FISCAL AUTONOMY, SUSTAINABILITY, AND GROWTH:

I: INVENTORY PROCESS: Roseville came and grabbed a bunch of stuff and will get more tomorrow. Property will be distributed fairly and all values will be assigned at fair market value. Items will be processed to be moved quickly so items will be sold within range of value but to the first interested party.

II: UPDATED CLOSING PROCEDURE: Executive director will continue to work with business manager to update procedures as necessary.

Board Update: Do we meet on September 21st or not? - Short meeting in person but tentative up to the week prior.

Board forum: White bear hired a new director of equity and inclusion and she left after 3 weeks. South wash has 22 candidates for 4 slots.

Roseville wants to not televise, they want to change it before the board meeting and not televised.

Meeting adjourned 7:31pm



EQUITY ALLIANCE MN

REVENUE SUMMARY

September 30, 2022

	DESCRIPTION	Adopted Budget FY23	Revenue FY23 YTD	Budget Remaining
000/021	MEMBER DISTRICT COMMITMENTS	-		-
000/624	SALE OF EQUIPMENT		650	(650)
000/099	GRANT PROCEEDS	-		-
000/092	INTEREST INCOME	200	2,360	(2,160)
586/021	ADD'L MEMBER FEE - STUDENT	25,665	21,235	4,430
586/022	NON-MEMBER FEE - STUDENT	-	47,770	(47,770)
640/021	ADD'L MEMBER FEE - PROF DVLPMPT	-	-	-
640/022	NON-MEMBER FEE - PROF DVLPMPT	49,527	28,284	21,243
211	STATE AID	3,564	1,141	2,423
	SUBTOTAL (Excluding Flow-Thru)	78,956	101,440	(22,484)
				-
999/021	FLOW THRU BILLING TO DISTRICTS	5,000	15,877	(10,877)
	GRAND TOTAL	83,956	117,317	(33,361)
	EXPENSES (Excluding Flow-Thru)	687,760		
	FUND BALANCE USAGE (Excluding Flow-Thru)	608,804		



EQUITY ALLIANCE MN

EXPENDITURES
BY PROGRAM
CODE

September 30, 2022

THIS REPORT SHOWS EXPENDITURE
HISTORY AND CURRENT YEAR
ACTIVITY BY COURSE CODE

ADOPTED

September 30,
2022

COURSE CODE	DESCRIPTION	Adopted Budget FY23	Expense YTD	Budget Remaining	% of Budget Expended
	GENERAL & FUND BALANCE EXPENSES				
000	DISTRICT-WIDE	659,074	174,959	484,115	26.55%
200	AVID	7,064	15,937	(8,873)	225.61%
400	K CAMP	-	-	-	0.00%
500	AFTER SCHOOL/YEB	2,608	2,220	388	85.13%
600	CLASSROOM PARTNERSHIPS	13,014	3,910	9,104	30.05%
650	PROFESSIONAL DEVELOPMENT	1,000	-	1,000	0.00%
	SUBTOTAL - REPORT BY COURSE	682,760	197,026	485,734	19.8%
999	FLOW THRU BILLINGS TO DISTRICTS	5,000	11,016	(6,016)	220.33%
	GRAND TOTAL	687,760	208,043	479,717	20.0%

CHECK TOTALS!

GOOD

GOOD

Equity Alliance MN

Cash Flow FY23

As of September 30, 2022



	Receipts By Category				School Disbursements				Accumulative Cash Balance
	FY 22-23 Member CY	FY 21-22 Prior Yr	Other Receipts	Total Revenues	Payroll Disbursements	Building Lease Disbursements	Acct Payable Disbursements	Total Disbursements	
Jul 1-31		40,809	957	41,766	19,676	6,806	42,003	68,484	\$ 587,703
Aug 1-31	31,330		2,200	33,530	21,388	6,806	49,573	77,766	560,985
Sep 1-30	78,659		1,210	79,869	11,823	6,806	45,841	64,470	516,749
Oct 1-31				-				-	532,148
Nov 1-30				-				-	
Dec 1-31				-				-	
Jan 1-31				-				-	
Feb 1-29				-				-	
Mar 1-31				-				-	
Apr 1-30				-				-	
May 1-31				-				-	
Jun 1-30				-				-	
Total Estimate	109,989	40,809	4,367	155,165	52,886	20,417	137,417	210,721	

Equity Alliance MN Board Treasurer

Date

CHE	CHECK	CHECK		INVOICE	
TYP	NUMBER	DATE	VENDOR	AMOUNT	FD DESCRIPTION
R	76290	08/26/2022	6043 HUDSON ROAD LLC	6,805.73	01 SEPTEMBER 2022
R	76291	08/26/2022	CONNECTIONS FIRST CO	7,075.00	01 CONTRACTED SERVICE - GREAT RIVER
R	76292	08/26/2022	CST MN - BIN # 17006	11,016.47	01 TRANSPORTATION FOR JULY 2022
R	76293	08/26/2022	HERMIDA, ALEXANDER	45.00	01 TRANSCRIPTION MEMBERSHIP
R	76294	08/26/2022	RUPP, ANDERSON, SQUI	6,756.00	01 LEGAL SERVICES THROUGH 7/31/2022
R	76295	08/26/2022	SFM	886.00	01 WORK COMP POLICY 91125.206 09/17/2022-9/23/2022
R	76296	08/26/2022	SOMERS, CAMILA	168.19	01 MILEAGE 7/26/2022-8/17/2022
R	76297	09/13/2022	COMCAST BUSINESS	255.32	01 TELEPHONE AND INTERNET
R	76298	09/13/2022	CONNECTIONS FIRST CO	6,075.00	01 INVOICE 2 OF 3 - GREAT RIVER CONTRACT
R	76299	09/13/2022	FLINT CONSULTING	9,247.10	01 RSU28 PRESENTATION
R	76300	09/13/2022	HERMIDA, ALEXANDER	31.86	01 DONGLE REPLACEMENT
R	76301	09/13/2022	METRO SALES INC	262.19	01 COPIER 7/11/2022-8/10/2022
R	76302	09/13/2022	SECURA INSURANCE	8,362.69	01 INSURANCE 9/17/2022-09/17/2023
R	76303	09/13/2022	VISA	180.54	01 BOARD FOOD
R	76303	09/13/2022	VISA	105.78	01 TECH SUBSCRIPTIONS
R	76304	09/29/2022	6043 HUDSON ROAD LLC	6,805.73	01 OCTOBER 2022 LEASE
R	76305	09/29/2022	COMCAST BUSINESS	265.32	01 INTERNET AND TELEPHONE
R	76306	09/29/2022	FLINT CONSULTING	5,000.00	01 GREAT RIVER CODING AND RSU CONSULTING
R	76307	09/29/2022	METRO SALES INC	330.76	01 COPIER CONTRACT8/11/2022-9/10/2022
R	76308	09/29/2022	STORY ARK	1,560.00	01 MEGHAN BRIDGES - 40 HOURS OF CONSULTING
R	76309	09/29/2022	WILLIAMS, DR. JULIA	2,500.00	01 FINDINGS FOR GREAT RIVER
R	76310	10/13/2022	RUPP, ANDERSON, SQUI	2,352.00	01 LEGAL FEES THROUGH 8/31/2022
R	76311	10/13/2022	VISA	131.76	01 TECH SUBSCRIPTIONS
W	202200010	08/15/2022	COMMISSIONER OF REVE	554.72	01 Payroll accrual
W	202200010	08/15/2022	COMMISSIONER OF REVE	345.00	01 Payroll accrual
W	202200011	08/15/2022	FIRST BANK OF WHITE	770.00	01 Payroll accrual
W	202200011	08/15/2022	FIRST BANK OF WHITE	1,312.53	01 Payroll accrual
W	202200011	08/15/2022	FIRST BANK OF WHITE	748.67	01 Payroll accrual
W	202200011	08/15/2022	FIRST BANK OF WHITE	175.09	01 Payroll accrual
W	202200011	08/15/2022	FIRST BANK OF WHITE	748.67	01 Payroll accrual
W	202200011	08/15/2022	FIRST BANK OF WHITE	175.09	01 Payroll accrual
W	202200012	08/15/2022	PUBLIC EMPLOYEES RET	691.30	01 Payroll accrual
W	202200012	08/15/2022	PUBLIC EMPLOYEES RET	797.66	01 Payroll accrual
W	202200013	08/15/2022	TEACHERS RETIREMENT	108.00	01 Payroll accrual
W	202200013	08/15/2022	TEACHERS RETIREMENT	123.12	01 Payroll accrual
W	202200015	08/13/2022	US BANK ELECTRONIC T	125.31	01 ANALYSIS FEE
W	202200016	08/31/2022	COMMISSIONER OF REVE	679.18	01 Payroll accrual
W	202200016	08/31/2022	COMMISSIONER OF REVE	345.00	01 Payroll accrual
W	202200017	08/31/2022	FIRST BANK OF WHITE	770.00	01 Payroll accrual
W	202200017	08/31/2022	FIRST BANK OF WHITE	1,548.35	01 Payroll accrual
W	202200017	08/31/2022	FIRST BANK OF WHITE	1,246.05	01 Payroll accrual
W	202200017	08/31/2022	FIRST BANK OF WHITE	291.41	01 Payroll accrual
W	202200017	08/31/2022	FIRST BANK OF WHITE	1,246.05	01 Payroll accrual
W	202200017	08/31/2022	FIRST BANK OF WHITE	291.41	01 Payroll accrual
W	202200018	08/31/2022	PUBLIC EMPLOYEES RET	707.96	01 Payroll accrual
W	202200018	08/31/2022	PUBLIC EMPLOYEES RET	816.88	01 Payroll accrual
W	202200019	08/31/2022	TEACHERS RETIREMENT	492.00	01 Payroll accrual
W	202200019	08/31/2022	TEACHERS RETIREMENT	560.88	01 Payroll accrual
W	202200020	09/15/2022	COMMISSIONER OF REVE	518.77	01 Payroll accrual
W	202200020	09/15/2022	COMMISSIONER OF REVE	345.00	01 Payroll accrual
W	202200021	09/15/2022	FIRST BANK OF WHITE	770.00	01 Payroll accrual
W	202200021	09/15/2022	FIRST BANK OF WHITE	1,245.33	01 Payroll accrual
W	202200021	09/15/2022	FIRST BANK OF WHITE	614.83	01 Payroll accrual
W	202200021	09/15/2022	FIRST BANK OF WHITE	143.79	01 Payroll accrual
W	202200021	09/15/2022	FIRST BANK OF WHITE	614.83	01 Payroll accrual
W	202200021	09/15/2022	FIRST BANK OF WHITE	143.79	01 Payroll accrual

CHECK CHECK				INVOICE	
CHE	CHECK	DATE	VENDOR	AMOUNT	FD DESCRIPTION
TYP	NUMBER	DATE	VENDOR	AMOUNT	FD DESCRIPTION
W	202200022	09/15/2022	PUBLIC EMPLOYEES RET	644.58	01 Payroll accrual
W	202200022	09/15/2022	PUBLIC EMPLOYEES RET	743.75	01 Payroll accrual
W	202200023	09/30/2022	COMMISSIONER OF REVE	511.59	01 Payroll accrual
W	202200023	09/30/2022	COMMISSIONER OF REVE	345.00	01 Payroll accrual
W	202200024	09/30/2022	FIRST BANK OF WHITE	770.00	01 Payroll accrual
W	202200024	09/30/2022	FIRST BANK OF WHITE	1,234.83	01 Payroll accrual
W	202200024	09/30/2022	FIRST BANK OF WHITE	648.68	01 Payroll accrual
W	202200024	09/30/2022	FIRST BANK OF WHITE	151.70	01 Payroll accrual
W	202200024	09/30/2022	FIRST BANK OF WHITE	648.68	01 Payroll accrual
W	202200024	09/30/2022	FIRST BANK OF WHITE	151.70	01 Payroll accrual
W	202200025	09/30/2022	PUBLIC EMPLOYEES RET	612.08	01 Payroll accrual
W	202200025	09/30/2022	PUBLIC EMPLOYEES RET	706.25	01 Payroll accrual
W	202200026	09/15/2022	US BANK ELECTRONIC T	99.53	01 ANALYSIS FEE
W	202200027	10/14/2022	COMMISSIONER OF REVE	511.59	01 Payroll accrual
W	202200027	10/14/2022	COMMISSIONER OF REVE	345.00	01 Payroll accrual
W	202200028	10/14/2022	FIRST BANK OF WHITE	770.00	01 Payroll accrual
W	202200028	10/14/2022	FIRST BANK OF WHITE	1,234.83	01 Payroll accrual
W	202200028	10/14/2022	FIRST BANK OF WHITE	583.83	01 Payroll accrual
W	202200028	10/14/2022	FIRST BANK OF WHITE	136.54	01 Payroll accrual
W	202200028	10/14/2022	FIRST BANK OF WHITE	583.83	01 Payroll accrual
W	202200028	10/14/2022	FIRST BANK OF WHITE	136.54	01 Payroll accrual
W	202200029	10/14/2022	PUBLIC EMPLOYEES RET	612.08	01 Payroll accrual
W	202200029	10/14/2022	PUBLIC EMPLOYEES RET	706.25	01 Payroll accrual
W	202200030	08/31/2022	VISA	1,090.90	01 AIRLINE TICKETS (MAINE)
W	202200031	08/31/2022	VISA	391.65	01 FOOD FOR SUMMER PROGRAMMING
W	202200032	08/31/2022	VISA	118.17	01 TECH SUBSCRIPTIONS
W	202200033	10/12/2022	MN DEPT OF ECONOMIC	9,020.00	01 Q3 2022 Unemployment Charges

Totals for checks 119,794.69

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND USED FOR PA	32,730.69	0.00	87,064.00	119,794.69
***	Fund Summary Totals ***	32,730.69	0.00	87,064.00	119,794.69

***** End of report *****