



**MEETING AGENDA OF THE EMID BOARD
NOVEMBER 10, 2021
5:30 P.M. GENERAL MEETING
EQUITY ALLIANCE
6063 HUDSON RD SUITE 218
WOODBURY MN 55125**

CALL TO ORDER

ROLL CALL

APPROVAL OF THE AGENDA

OPEN FORUM

CONSENT AGENDA

- A. Minutes of the October, 2021 Board Meeting
- B. Accounts Payable, Monthly Check Register for October 2021
- C. Financial Reports

Executive Director Updates

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

- I. Paula's professional development
- II. Moorehead

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:

- I. Budget Calendar Updates

COMMITTEE REPORTS

BOARD FORUM

ADJOURNMENT

FUTURE MEETINGS AND TENTATIVE AGENDAS

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EMID BOARD REGULAR MEETING MINUTES
October 15, 2021
5:30 P.M.

CALL TO ORDER.

Meeting called to order by Michael Boguszewski, Board Chair, at 5:31 p.m.

ROLL CALL

ATTENDANCE: BOARD REPRESENTATIVE

SSD 006: South St. Paul Linda Diaz

ISD 199: Inver Grove Heights Mary Frances Clardy

ISD 623: Roseville Michael Boguszewski - Chair ISD 624: White Bear Lake Jessica Ellison - Clerk

ISD 831: Forest Lake Rob Rapheal - Treasurer

STAFF:

Sebastian Witherspoon, Executive Director; Janine Stammler, Operations Manager; Kathy Miller, Business Manager; Paula O'Loughlin, Director of Partnerships and Professional Learning; Tonya Sconiers, Director of Guidance and Programmatic Planning ; Regina Seabrook, Director of Research, Curriculum, and Professional Development; Jordan Greer, AmeriCorp Vista

GUESTS:

APPROVAL OF THE AGENDA

Rob Rapheal (ISD 831) moved to approve the agenda. Jessica Ellison (ISD 624) seconded the motion. After a roll call vote, the motion to approve the agenda carried with all members present voting in the affirmative.

OPEN FORUM

CONSENT AGENDA

Mary Frances Clardy (ISD 199) moved to approve the Consent Agenda. Rob Rapheal (ISD 831) seconded the motion. After a roll call vote, 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. Programs & Services Update

Executive Director Witherspoon provided an update on the programs and services that EA-MN staff are working on. As we begin the school year, the work doesn't stop. We are working with several districts doing equity reviews, professional development, student programming, and coaching. We are uncertain what the Delta variant of Covid will do in terms of being on campus in our districts, but we are happy to be providing services to districts.

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:

I. Organizational Update

Executive Director Witherspoon provided an update on the organization. Chris Devine, Director of Organizational Innovation, resigned. We will be filling that gap with Alex Hermida, who has a Ph.D. in data and equity work. He will be starting on September 1, 2021.

II. Board Meeting Format

All of our home Boards are back to in-person meetings. There was discussion on whether we can continue virtual meetings or if we need to go back to in-person. If we do continue with remote meetings, there are more limitations due to the Governor's orders having been lifted. Rob Rapheal (ISD 831) made a motion to resume Equity Alliance MN Board meetings in-person at the Equity Alliance MN offices starting with the September 15, 2021 meeting. Jessica Ellison (ISD 624) seconded the motion. After a roll call vote, the motion to approve in-person Board meetings carried with all members present voting in the affirmative.

COMMITTEE REPORTS

BOARD FORUM

Rob Rapheal (ISD 831) made a motion to move into a Closed Session of the Equity Alliance MN Board. Jessica Ellison (ISD 624) seconded the motion. After a roll call vote, the motion to move to a Closed Session carried with all members present voting in the affirmative.

CLOSED SESSION

- The board will close the meeting pursuant to Minnesota Statutes Section 13D.05, subdivision 2(b), which states that a public body shall close a meeting for the preliminary consideration of allegations against an individual subject to its authority.

The Closed Session was adjourned at 7:11 p.m. by Chair Boguszewski and the Board came back into the General Meeting.

ADJOURNMENT

Mike Boguszewski adjourned the meeting at 7:13 p.m.

_____ EMID Board Clerk Date -



EQUITY ALLIANCE MN

EXPENDITURES
BY PROGRAM
CODE

October 31, 2021

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

~~ADOPTED~~

October 31, 2021

COURSE CODE	DESCRIPTION	Adopted Budget FY21	Expense YTD	Budget Remaining	% of Budget Expended
	GENERAL & FUND BALANCE EXPENSES				
000	DISTRICT-WIDE	595,915	191,279	404,637	32.10%
200	AVID	192,782	50,428	142,354	26.16%
300	OUTSIDE GRANTS	-	-	-	0.00%
400	K CAMP	100	4,400	(4,300)	4399.93%
500	AFTER SCHOOL/YEB	37,925	3,699	34,226	9.75%
600	CLASSROOM PARTNERSHIPS	22,301	73,521	(51,220)	329.68%
650	PROFESSIONAL DEVELOPMENT	406,943	26,835	380,108	6.59%
	SUBTOTAL - REPORT BY COURSE	1,255,966	350,161	905,805	27.9%
999	FLOW THRU BILLINGS TO DISTRICTS	25,000	-	25,000	0.00%
	GRAND TOTAL	1,280,966	350,161	930,805	27.3%

CHECK TOTALS!

GOOD

GOOD



EQUITY ALLIANCE MN

REVENUE SUMMARY

October 31, 2021

	DESCRIPTION	Proposed Budget FY22	Revenue FY22 YTD	Budget Remaining
000/021	MEMBER DISTRICT COMMITMENTS	332,560	175,955	156,605
000/099	GRANT PROCEEDS	80,000	-	80,000
000/092	INTEREST INCOME	1,000	72	928
586/021	ADD'L MEMBER FEE - STUDENT			-
586/022	NON-MEMBER FEE - STUDENT	55,050	7,500	47,550
640/021	ADD'L MEMBER FEE - PROF DVLPMPT	-	-	-
640/022	NON-MEMBER FEE - PROF DVLPMPT	262,829	22,563	240,266
211	STATE AID		962	(962)
	SUBTOTAL <i>(Excluding Flow-Thru)</i>	731,439	207,052	524,387
				-
999/021	FLOW THRU BILLING TO DISTRICTS	25,000	8,999	16,001
	GRAND TOTAL	756,439	216,051	540,388
	EXPENSES <i>(Excluding Flow-Thru)</i>	1,255,966		
	FUND BALANCE USAGE <i>(Excluding Flow-Thru)</i>	524,527		

Equity Alliance MN

Cash Flow Projection FY22

As of October 31, 2021



	Estimated Receipts By Category				School Disbursements				Estimated Accumulative Cash Balance
	FY 21-22 Member CY	FY 20-21 Prior Yr	Other Receipts	Total Revenues	Payroll Disbursements	Building Lease Disbursements	Acct Payable Disbursements	Total Disbursements	
									\$ 902,029
Jul 1-31	28,480	19,774	21	48,275	33,367	13,425	81,523	128,315	821,989
Aug 1-31	6,406		19	6,425	31,028	6,713	61,007	98,747	729,667
Sep 1-30	90,508		177	90,684	23,297	6,713	49,254	79,264	741,087
Oct 1-31	46,510		10,633	57,143	16,634	6,713	44,070	67,417	730,813
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	171,903	19,774	10,850	202,527	104,326	33,563	235,855	373,743	

Equity Alliance MN Board Treasurer

Date

CHE TYP	CHECK CHECK			INVOICE		
	NUMBER	DATE	VENDOR	AMOUNT	FD	DESCRIPTION
R	76130	10/19/2021	6043 HUDSON ROAD LLC	6,712.50	01	NOVEMBER 2021 RENT
R	76131	10/19/2021	COMCAST BUSINESS	483.24	01	COMMUNICATIONS
R	76132	10/19/2021	COMPUTER INTEGRATION	255.00	01	MANAGED BACK UP
R	76132	10/19/2021	COMPUTER INTEGRATION	1,075.00	01	MANAGED SERVICES
R	76133	10/19/2021	COX INSURANCE ASSOCI	6,652.00	01	PROFESSIONAL LIABILITY INSURANCE
R	76134	10/19/2021	PACIFIC LIFE INSURAN	335.00	01	SEBASTIAN WITHERSPOON - VM20006211
R	76135	10/19/2021	PREMIUM WATERS	29.98	01	WATER
R	76136	10/19/2021	STAPLES BUSINESS CRE	121.67	01	YEB SNACKS
R	76137	10/26/2021	HERMIDA, ALEXANDER	1,622.00	01	AIRLINE TICKET REIMBURSMENT
R	76138	10/26/2021	OLSON, CLAIRE	924.00	01	CONTRACTED SERVICE
R	76139	10/26/2021	SCONIERS, TONYA	78.29	01	MILEAGE
R	76140	10/26/2021	SOMERS, CAMILA	3,075.00	01	CONTRACTED SERVICE
W	202100089	10/15/2021	COMMISSIONER OF REVE	576.02	01	Payroll accrual
W	202100089	10/15/2021	COMMISSIONER OF REVE	350.00	01	Payroll accrual
W	202100090	10/15/2021	FIRST BANK OF WHITE	700.00	01	Payroll accrual
W	202100090	10/15/2021	FIRST BANK OF WHITE	1,325.64	01	Payroll accrual
W	202100090	10/15/2021	FIRST BANK OF WHITE	1,048.95	01	Payroll accrual
W	202100090	10/15/2021	FIRST BANK OF WHITE	245.32	01	Payroll accrual
W	202100090	10/15/2021	FIRST BANK OF WHITE	1,048.95	01	Payroll accrual
W	202100090	10/15/2021	FIRST BANK OF WHITE	245.32	01	Payroll accrual
W	202100091	10/15/2021	PUBLIC EMPLOYEES RET	348.63	01	Payroll accrual
W	202100091	10/15/2021	PUBLIC EMPLOYEES RET	402.26	01	Payroll accrual
W	202100092	10/15/2021	TEACHERS RETIREMENT	925.04	01	Payroll accrual
W	202100092	10/15/2021	TEACHERS RETIREMENT	1,028.64	01	Payroll accrual
W	202100093	10/15/2021	ECONOMIC SERVICES, I	1,083.33	01	Payroll accrual
W	202100094	10/15/2021	AMERIPRISE FINANCIAL	2,383.33	01	Payroll accrual
W	202100095	10/15/2021	MN STATE RETIREMENT	329.00	01	Payroll accrual
W	202100095	10/15/2021	MN STATE RETIREMENT	53.75	01	Payroll accrual
W	202100095	10/15/2021	MN STATE RETIREMENT	53.75	01	Payroll accrual
W	202100096	10/15/2021	ADMINISTRATION RESOU	194.81	01	Payroll accrual
W	202100097	10/15/2021	BLUE CROSS BLUE SHEI	213.70	01	Payroll accrual
W	202100097	10/15/2021	BLUE CROSS BLUE SHEI	1,424.42	01	Payroll accrual
W	202100098	10/15/2021	DELTA DENTAL OF MINN	4.66	01	Payroll accrual
W	202100098	10/15/2021	DELTA DENTAL OF MINN	35.87	01	Payroll accrual
W	202100099	10/15/2021	PRINCIPAL FINANCIAL	3.45	01	Payroll accrual
W	202100099	10/15/2021	PRINCIPAL FINANCIAL	3.33	01	Payroll accrual
W	202100099	10/15/2021	PRINCIPAL FINANCIAL	17.37	01	Payroll accrual
W	202100099	10/15/2021	PRINCIPAL FINANCIAL	21.90	01	Payroll accrual
W	202100100	10/15/2021	AVESIS	3.72	01	Payroll accrual
W	202100108	10/19/2021	US BANK ELECTRONIC T	135.47	01	ANALYSIS FEE- OCT. 2021
W	202100109	10/29/2021	COMMISSIONER OF REVE	576.02	01	Payroll accrual
W	202100109	10/29/2021	COMMISSIONER OF REVE	350.00	01	Payroll accrual
W	202100110	10/29/2021	FIRST BANK OF WHITE	700.00	01	Payroll accrual
W	202100110	10/29/2021	FIRST BANK OF WHITE	1,325.64	01	Payroll accrual
W	202100110	10/29/2021	FIRST BANK OF WHITE	1,113.80	01	Payroll accrual
W	202100110	10/29/2021	FIRST BANK OF WHITE	260.48	01	Payroll accrual
W	202100110	10/29/2021	FIRST BANK OF WHITE	1,113.80	01	Payroll accrual
W	202100110	10/29/2021	FIRST BANK OF WHITE	260.48	01	Payroll accrual
W	202100111	10/29/2021	PUBLIC EMPLOYEES RET	348.63	01	Payroll accrual
W	202100111	10/29/2021	PUBLIC EMPLOYEES RET	402.26	01	Payroll accrual
W	202100112	10/29/2021	TEACHERS RETIREMENT	925.04	01	Payroll accrual
W	202100112	10/29/2021	TEACHERS RETIREMENT	1,028.64	01	Payroll accrual
W	202100113	10/29/2021	ECONOMIC SERVICES, I	1,083.33	01	Payroll accrual
W	202100114	10/29/2021	AMERIPRISE FINANCIAL	2,383.33	01	Payroll accrual
W	202100115	10/29/2021	MN STATE RETIREMENT	329.00	01	Payroll accrual
W	202100115	10/29/2021	MN STATE RETIREMENT	53.75	01	Payroll accrual

<u>CHE</u>	<u>CHECK CHECK</u>			<u>INVOICE</u>	
<u>TYP</u>	<u>NUMBER</u>	<u>DATE</u>	<u>VENDOR</u>	<u>AMOUNT</u>	<u>FD DESCRIPTION</u>
W	202100115	10/29/2021	MN STATE RETIREMENT	53.75	01 Payroll accrual
W	202100116	10/29/2021	ADMINISTRATION RESOU	975.63	01 Payroll accrual
W	202100117	10/29/2021	BLUE CROSS BLUE SHEI	213.72	01 Payroll accrual
W	202100117	10/29/2021	BLUE CROSS BLUE SHEI	1,424.42	01 Payroll accrual
W	202100118	10/29/2021	DELTA DENTAL OF MINN	4.66	01 Payroll accrual
W	202100118	10/29/2021	DELTA DENTAL OF MINN	257.16	01 Payroll accrual
W	202100119	10/29/2021	PRINCIPAL FINANCIAL	3.45	01 Payroll accrual
W	202100119	10/29/2021	PRINCIPAL FINANCIAL	3.33	01 Payroll accrual
W	202100119	10/29/2021	PRINCIPAL FINANCIAL	17.37	01 Payroll accrual
W	202100119	10/29/2021	PRINCIPAL FINANCIAL	0.95	01 Payroll accrual
W	202100120	10/29/2021	AVESIS	3.72	01 Payroll accrual
Totals for checks				50,782.67	



EQUITY ALLIANCE MN BOARD MEETING

AGENDA ITEM: Moorehead

MEETING DATE: NOVEMBER 10, 2021

DATE PREPARED: NOVEMBER 3, 2021

SUGGESTED DISPOSITION: FOCUS AREA #1-I

CONTACT PERSON: SEBASTIAN WITHERSPOON, EXECUTIVE DIRECTOR

BACKGROUND:

EXECUTIVE DIRECTOR SEBASTIAN WITHERSPOON WILL UPDATE THE BOARD ON PROFESSIONAL DEVELOPMENT HAPPENING AND LED BY PAULA.



EQUITY ALLIANCE MN BOARD MEETING

AGENDA ITEM: Moorehead

MEETING DATE: NOVEMBER 10, 2021

DATE PREPARED: NOVEMBER 3, 2021

SUGGESTED DISPOSITION: FOCUS AREA #1-II

CONTACT PERSON: SEBASTIAN WHITHERSPOON, EXECUTIVE DIRECTOR

BACKGROUND:

EXECUTIVE DIRECTOR SEBASTIAN WHITHERSPOON WILL UPDATE THE BOARD ON THE EQUITY REVIEW GIVEN AT MOOREHEAD.



EQUITY ALLIANCE MN BOARD MEETING
AGENDA ITEM: BUDGET CALENDAR UPDATES
MEETING DATE: NOVEMBER 10, 2021
DATE PREPARED: NOVEMBER 3, 2021
SUGGESTED DISPOSITION: FOCUS AREA # 3 - 1
CONTACT PERSON: KATHY MILLER

BACKGROUND:

KATHY MILLER WILL RECAP BUDGET CALENDAR, FUND BALANCE AND PRELIMINARY UPDATE OF 2021 AUDIT RESULTS