



Sisu Environmental School Board meeting November 17, 2021

Attendees: Kendra Hunding, Kate Maki, Beth Odegard & Courtney Cox

Visitors: none

***All visitors will be given a chance to speak if they wish. Speaking time will be limited to two minutes.*

Reading of the Mission: Odegard

Delivering a bold education, in the renowned Finnish style to empower each child on their own unique educational journey to become competent, creative and joyful learners.

Check in - One of our values is “a culture of trust”. Consider these questions: In your opinion, what does trust look like between board members (or any group of people working together)?

What does trust look like?

- Maki: confidence that individuals will complete tasks when assigned them
- Odegard: not having to check-in or micromanage one another but making sure to check in on well-being of one another.
- Hunding: past experience can cloud your ability. Being able to be vulnerable, trust that people aren't going to be judging you.
- Cox: open communication and being able to rely on one another when we need help.

What gets in the way of you being able to trust others?

- Many things can hinder this: past experiences, protecting ourselves, and being unsure of where people stand. Putting guards down and being willing to trust people is the only way to be an effective team working collaboratively.

Meeting Objectives:

- ~~Receive updates on committee work~~
- ~~Check in on Board calendar progress~~
- ~~Update progress on Action Items from last meeting~~
- ~~Articulate specific Action Items going forward~~
- ~~Approve marketing expenses~~
- ~~Approve plan for December event~~

Call meeting to order:

1. Consent Agenda - items are approved with one motion and vote with no discussion

- Approve agenda
 - Approve last month's meeting minutes
- Maki: motion to approve consent agenda, Odegard 2nd.
 - All in favor!
 - Motion moved

2. Committee Reports - 15 minutes

Governance - Kendra

- New member recruitment
 - a. Email sent to Meria (sp.?) about member recruitment in the FACA newsletter
- LEA
 - a. We have our charter school number
- NNS update
 - a. Asked if we can break down the payment deliverables
 - b. Here's the problem: we live in the U.S. and education funding is difficult
 - c. CSP Grant (if received) can only be used for specific things
 - d. We need money before we can pay you
 - e. Director of Education: got back to Hunding that they will work with us and be flexible with the way we need to do things. They are very communicative and willing to work with us to get this curriculum implemented.

Marketing - Courtney or Kendra

- Specific marketing expenses
- Planning next outreach event
- Potential spending of specific fundraising funds for marketing items

- ~\$100-\$200 for table cloth, stickers, marketing items
- Look in to outerwear/apparel for outreach events to make us identifiable to the public
- “Out in the Open House” event on Saturday, November 20th at Lebanon Hills in Eagan.

Facilities - Beth

- Agreement with Heather was signed: exclusivity contract in order to find locations
- First walk through of building is tomorrow, November 18th in West St. Paul at 3:45.
- Next week: building walk through in Maplewood that used to be Maplewood Library
- Meeting tomorrow to make a running list of requirements/preferences for our potential building

3. Board calendar check-in

- What’s coming up?
 - Need to get ready to advertise and put position descriptions together in addition to forming a “talent search committee”
 - Action items on board calendar
- What do we need to add?

4. Action items

Action items (What?)	Who?	When?
Send family & friends fundraising template email to board members	Kendra	Done today
Google Doc for board members to add to when marketing expense ideas arise	Courtney	https://docs.google.com/document/d/1w8NIWIt2i6xw7IFzQ4O19BGBQAYCCMpmyYSHXVpTPkM/edit?usp=sharing

Establish bank account	Kate	After getting our LEA number
Create "board committee member invites" to share in public settings.	Kendra	November 24th, 2021
Reach out to family and friends to maximize through a "tax deductible donation" to a 501 (c)3 to spend on marketing materials	All board members	ASAP
Send email to all board members with event flyer and email to Dakota County staff for advertising.	Courtney	done
Research grant opportunities - make a spreadsheet to track action?	Board	https://docs.google.com/spreadsheets/d/1R5cA11h4_8PGCOZCgSEgXXu01iggJxl4EbNt15nDEzo/edit?usp=sharing
Develop job descriptions	Kendra & Kate	December 15th
Develop enrollment plan	Kendra & Kate	End of year Tentative enrollment rollout is January but may need a physical location for enrollment?
Add board member names/info to website	Courtney	November 21st
Look into Google Suite options for team. Is gmail free for non-profit?	Courtney	December 15th?

Refresh compliance requirements for website	Courtney with questions to Kate :)	
Amazon Smile	Beth	

sisuenvironmentalschool@gmail.com

7. - Fundraising update

GoFundMe - \$430.00

Amazon Smile - Odegard is going to look into this. Yay!

Add names/bios/maybe photos to the website to be able to authenticate for GoFundMe

Swag - New store on website

Sisu logo apparel is now on the website and we can do "promo codes" for National Fox Day, Winter Solstice, Holiday gifting, Spring Equinox, Black Friday, etc. Give to the Max Day, Finland's Independence Day (December 6th), Earth Day

Grants - ideas?

Running Excel spreadsheet

[Sisu "GrantWatch" Spreadsheet](#)

Expenses to approve

- Marketing Materials:
- Thank you notes - \$35.00
- Table cloth - \$100-\$150
- Signage (table banner or feather flag) - \$100
- Replenish supply of stickers and business cards as needed - \$50.00
- Swag (for to ID us at marketing events) - \$200.00

Motion to approve: Cox
Maki seconds
No discussion
Motion carries unanimously

8. December “Out in the Open” House event

December 30th 1-4 at South Valley in IGH
Reaching out to North Star Donuts
Caribou - hot cocoa & apple blast please and thank you

Motion to approve: Maki
Seconds: Cox
No discussion
Motion carries unanimously

9. Schedule next meeting

December 15th @ 7pm: to discuss December event, potential buildings, and other action items due on the 15th.

1 HOUR MAX

Motion to Adjourn meeting: Odegard
Maki seconds
No discussion
Motion carries unanimously

Attachments:
October meeting minutes
Board calendar
MDE LEA letter
Thank you proof
33 E Wentworth
1670 Beam