

Beacon Academy Charter District 4124
 Board Meeting Minutes, January 14, 2009 6:00 p.m.
 12325 Highway 55, Plymouth, MN 55441

CALL TO ORDER Tam Harken called the meeting to order to at 6:05 pm.

ROLL CALL (present at time of meeting unless otherwise noted)

Board Member	Present	Absent
Cathy Burke	✓	
Bob Zarriello	✓	
Tam Harken	✓	
Kalin Farrell	✓	

Board Member	Present	Absent
Scott DesBles	✓	
Jordan Ford (ex-officio)	✓	
Gretchen McQuillan	✓	
Candace Newman	✓	

Board Member	Present	Absent
Anne Ingvaldson	✓	
Lori Karcz	✓	
Anne Marie Roder	✓	
Terese Corey Blanck	✓	

ADVISORY MEMBERS Keith Johnson, Sean Koster

MISC. ATTENDEES Christina Holmes, Shawn Hartzel, Lori Berning, Denis Hoogeveen (Auditor), Paul Larson, Clint Carlson, Doug McGuire

SCHOOL MISSION STATEMENT *(choral reading) "To provide Twin Cities' families with a proven, rigorous and content-rich curriculum integrated with sequential Spanish language instruction. The School will create a results-driven small learning community built around a culture of positive character development and committed parental involvement."*

APPROVAL OF MEETING AGENDA: Forwarded by Scott, seconded by Terese, unanimously approved.

REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES

12-10-08: Terese forwarded motion to approve, Candace seconded it, unanimously approved.

12-17-08: Ann Marie forwarded motion to approve, Lori seconded it, unanimously approved.

Open Floor Comments: *None*

Treasurers Report-Bob Zarriello-(see *handout*)

- Bank Balance as of 12-31-08: \$556,904.69
- The current fund balance is 19.24% while the budgeted fund balance is 20.77%.

Motion:	To approve the financial report.		
Made by:	Terese	Seconded by:	Gretchen
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

Audit Report- Denis Hoogeveen

Beacon Academy has been issued a clean audit report. Beacon Academy met all deadlines and submitted reports to the Department of Education on time. Beacon Academy is sitting very well financially when compared to most charter schools and there were no legal compliance issues in our audit. The executive audit summary and Financial Statements will be included in the minutes book in the office. We would like to thank Keith for all of his work and for helping Beacon Academy have another clean audit.

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Motion:	To accept the Larson Allen audit report for the 2007-2008 school year.		
Made by:	Scott	Seconded by:	Bob
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

Venture Bank- *Jordan sent out a letter that he received from Venture Bank. We have the ability to put \$250,000 into a separate savings account that would allow us to accrue more interest. The money is guaranteed and we would have access to it when we need it.*

Motion:	To approve the signatories on the account to move up to \$250,000 to ADD-Venture Business Premium Savings Account on behalf of Beacon Academy.		
Made by:	Bob	Seconded by:	Terese
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

Principal's Report (Jordan Ford):

1. Enrollment Report – attachment- *We currently are holding steady and have 373 students.*
2. Application Update – 2009-10- *We have 185 new families that have turned in applications for the 2009-2010 school year.*
3. Janet Carlson
 - Letter of Resignation- *We would like to formally accept Janet Carlson's letter of resignation. She has taken a job at the Department of Education.*
 - Division of Duties- *Jordan has met with Sean to figure out how Janet's duties should be divided up. Jordan may offer teachers some release time to take over extra roles.*
 - Assembly to Celebrate her Accomplishments- *We would like to celebrate everything that Janet has accomplished as a founder of the school and Dean of Students. Jordan has invited Janet to an assembly to honor her. The date will be announced later.*

Motion:	To accept Janet Carlson's letter of resignation.		
Made by:	Terese	Seconded by:	Gretchen
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

4. Sub Pay Increase- *Beacon Academy pays substitute teachers \$100 a day, which is low in comparison to neighboring districts. Jordan is proposing increasing this rate to \$125 for daily substitute teachers.*

Motion:	To increase the daily sub rate to \$125 a day.		
Made by:	Bob	Seconded by:	Kalin
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

5. Calendar Committee- *Jordan would like to start a committee to start planning the calendar for the 2009-2010 school year. The calendar should be ready for approval at the March board meeting.*

6. Air Quality Studies

AirSpace – This was a free service that was conducted because one school employee has severe asthma. Two devices were placed in the building. There were a few small recommendations like cleaning air ducts, but nothing very alarming.

IEA – This was a more comprehensive study with many locations being evaluated. They found mold growing on the stage area. Carbon dioxide was higher than industry standards. More detailed information will be provided soon. The report will also be provided to the landlord.

7. Global Connect Proposal- *This is a parent notification system that can go out to parents to let them know about emergencies or other things. This has a charge of \$2.00 per student, but we could get it for the rest of the school year for \$1.00 per student. This would help us to communicate important information very quickly to parents. Parents would be able to select how they would like to be contacted (text message, e-mail, etc.). After being in the office this past week, Tam thinks this system would be very helpful. Jordan will provide us with more information and we will decide at a later meeting.*

8. Copier Proposals- *Jordan received propels from TBS and Crab Tree. The downstairs copier is not working and a second copier is really a necessity, especially for when the main copier in the office is not working.*

Motion:	To authorize Jordan to spend up to \$5500 for a new copier with TBS.		
Made by:	Terese	Seconded by:	Candace
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

10. Cold Weather- *Jordan brought up a discussion with board members about school closings and delays. He mentioned that school closings are easier to do than school delays because of transportation. The busses are kept in garages and are able to start even on very cold mornings. Most students are in warm cars waiting with parents.*

Assistant Principal's Report (Sean Koster): *Sean was not present at the meeting.*

PTO Report: *No report*

Board Chair Report (Tam Harken): *Tam would like to extend Sean Koster's \$800 stipend from 1-1-09 to 6-30-09 for a total of \$4,800.*

Motion:	To extend Sean Koster's \$800 a month stipend from 1-9-09 to 6-30-09.		
Made by:	Ann Marie	Seconded by:	Terese
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

Portable Update- *The students still have not moved to the portables. The city continues to provide Clint with a list of things that need to get done before the portables can be inhabited by students.*

Friends of Beacon Update (Bob Zarriello): *By January 26th we need to let the seller of the property know if we are going to buy the land, purchase an extension, or back out. FOB is about ready to sign a 30 day addendum to the purchase agreement because both parties need more time.*

COMMITTEE REPORTS
STANDING COMMITTEES

- a. **Governance (Ann Marie)** – This is the first reading of these policies.
 - a. Policy 404-Employment/Background
 - b. Policy 413-Harassment/Violence
 - c. Policy 503-Student Attendance
 - d. Policy 504-Student Dress
 - e. Policy 510-School Activities
 - f. Policy 801-Equal Access
 - g. **Lottery-** *The lottery will take place electronically this year. The lottery will take place at the Maple Grove Community Center. All applicants, including those for siblings are due January 30th at 4:00. The board conducted a practice lottery to prepare for the actual lottery in February. The governance committee will keep working on lottery procedures.*

Motion:	To over enroll by one per class in Kindergarten through second grade. To over enroll by two per class in third through eighth grade for the 2009-2010 school year.		
Made by:	Kalin	Seconded by:	Anne
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

- b. **Executive (Tam Harken)-** *No report*
- c. **Finance (Bob Zarriello)-** *No report*
- d. **Technology Committee (Scott DesBles)-** *Interviews for the tech person are being scheduled for next week. Scott is wondering if we want to have an e-mail archive system.*

- e. **Curriculum (Lori Karcz)**- *The next meeting is on Tuesday January 20, 2009 at 6:30 in room 111. The agenda includes student support services, with an update on music and art.*
- f. **Marketing and Public Relations (Cathy Burke)**- *No report*
- g. **New Building (Ann Marie)**- *No report*
- h. **Transition (Gretchen McQuillan)**- *No report*
- i. **Transportation (Tam Harken)**- *No report*

ON CALL COMMITTEES

- a. **Fundraising and Grants**- *No report*
- b. **Long-Range Planning**- *No report*

Board Correspondence and Communication- *Tam sent a certified letter to Tom Walsh, the Robbinsdale Board chair regarding Beacon Academy's interest in the schools that they are closing. (See handout)*

Old Business- Church of the Open Door- *Teachers and board members visited Church of the Open Door this week. Scott would like to see pricing and a lease draft as soon as possible. Open Door is an option for us and is trying to be flexible to get us to lease from them. Elliot School is no longer an option to lease as only 2 rooms are available or we would need to buy the building. The board has already decided that we are going to lease for the 2009-2010 school year. Robbinsdale is considering closing 2 elementary schools and 1 middle school. Consults to the school board have suggested that they divest of their unutilized buildings. They are scheduled to make a decision at their January 20th board meeting, but it is possible that nothing will be finalized for several months. The general consensus from the staff that visited Open Door was very positive and most teachers thought the facilities would work well for next year. The staff at Open Door has been very flexible and willing to work with us to come up with a feasible plan. The specialist teachers (music, art, Spanish) still have concerns about not having enough classroom space. (See handout) There also is a need for special education and office spaces. Jordan is going to form a committee to keep looking at how to best use the space at Open Door.*

Motion:	We look to Church of the Open Door as our residence for the 2009-2010 school year.			
Made by:	Terese	Seconded by:	Ann Marie	
Discussion:				
Vote:	Yea:	Terese	Nay:	Everyone, but Terese
			Abstain:	none
Decision:	fails			

Motion:	To pursue Church of the Open Door as our first choice for the 2009-2010 school year.			
Made by:	Terese	Seconded by:	Ann Marie	
Discussion:				
Vote:	Yea:	all	Nay:	none
			Abstain:	none
Decision:	passes			

New Business- *None*

NEXT MEETING IS JANUARY 28TH AT 5:30.

REVIEW AND APPROVAL OF NEXT MEETING AGENDA (Agenda will include the lottery procedures and future plans for Beacon Academy.)

MOTION TO ADJOURN

Motion to adjourn forwarded by Scott, seconded by Candace. Approved unanimously.
Meeting adjourned at 9:41 p.m.

APPROVED

Approved on _____

Anne Ingvaldson, Secretary
Beacon Academy School Board

APPROVED