

Beacon Academy Charter District 4124
 Board Meeting Minutes, March 11, 2010 6:00 p.m.
 9060 Zanzibar Lane N., Maple Grove, MN 55311

CALL TO ORDER Tam Harken called the meeting to order to at 6:01 pm.

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

Board Member	Present	Absent
Tam Harken	✓	
Ann Marie Roder	✓	
Terese Corey Blanck	✓	
Anne Kronebusch	✓	
Scott DesBles	✓	

Board Member	Present	Absent
Cathy Burke		✓
Kalin Farrell	✓	
Mindy Grant	✓	
Candace Johnson	✓	
Rainey Miller	✓	

Board Member	Present	Absent
Leo Christenson	✓	
Jordan Ford (ex-officio)	✓	
Keith Johnson(ex-officio)	✓	

ADVISORY MEMBERS Sean Koster

MISC. ATTENDEES Laura Oman, Erin Miller, Christina Holmes, Shawn Hartzel, Kristine Tamez, Jenny Conway

PLEDGE OF ALLEGIANCE (choral reading of the Pledge of Allegiance)

APPROVAL OF CONSENT AGENDA (see meeting agenda)
 The 2-11-10 board minutes were taken off the agenda. Policies 403 and 409 will be taken off the consent agenda and will be discussed during governance.

Motion:	To approve the consent agenda with the changes.		
Made by:	Kalin Farrell	Seconded by:	Leo Christenson
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

Motion:	To approve the minutes from the 2-11-10 meeting.		
Made by:	Kalin Farrell	Seconded by:	Terese Corey Blanck
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

Open Floor Comments: *Kristine Tamez came to the board meeting to discuss kindergarten and the board vote on all day every day kindergarten. She is discouraged that she does not have a choice regarding the kindergarten program and came to the meeting to find out more information about the board decision.*

Q Comp Presentation (Laura Oman): *Laura Oman presented the Q Comp report from the Minnesota Department of Education. Most of the report ranked Beacon Academy in the proficient or exemplary categories. A few things to work on are interviewing lead teachers for their positions, having job descriptions for lead teachers, having teacher observations tied to what has been learned at the professional development days, and having more training for teachers that are doing observations. (See handout)*

Treasurers Report-Keith Johnson & Terese Corey Blanck-(see handout)

- Bank Balance as of 2-28-2010: \$486,523.71
- *The current fund balance is 21%, which factors in an increased student enrollment and some minor payroll adjustments.*
- *\$95,000 of our cash balance has been set aside for a building project that may have to get written off by June 30, 2010 if there is not a significant indication of a building project.*
- *There is a cash flow projection for the 2009-2010 school year with a projection for the 27% hold back. It includes a separate CD for \$95,000 to pay for the building expense. The projection assumes that the 27% hold back will be paid back sometime in the summer or fall. The church has indicated it's willingness to defer our summer rent payment to the fall if needed because of the holdback. (See handout)*
- *A budget projection for next year is based on 400 students, with no increase or decrease from the state, a freeze on wages, and a 15% increase in health and dental benefits. This would be a break even budget for the school.*

Motion:	To approve the financial report.		
Made by:	Ann Marie Roder	Seconded by:	Leo Christenson
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

Principal's Report (Jordan Ford):

1. Enrollment Report – Attachment - *We currently have 404 students and there are 424 students enrolled for next year, with 184 students on the waiting list.*
2. Vendor Contract List – Attachment- *Jordan Ford presented a list of vendors that we currently use at Beacon Academy.*

JMC is the program that Beacon Academy uses for attendance, lunch, grading, and report cards. The cost for JMC is \$2,098 for the 2009-2010 school year.

Motion:	To spend no more than \$2,500 to renew Beacon Academy's contract with JMC for the 2010-2011 school year.		
Made by:	Candace Johnson	Seconded by:	Scott DesBles
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

3. CKC Contract Renewal- *The Caravan for Kids contract needs to be decided at tonight's board meeting. Beacon Academy serves between 150-200 lunches per day with 350 lunches on pizza day. We currently charge \$2.75 for lunch, which includes milk. Caravan for Kids is raising their price by \$0.05 for next year. Jordan Ford's recommendation is to renew our contract with Caravan for Kids. The board would like administration to check prices and research other vendors every 3-5 years.*

Motion:	To approve the contract for Caravan Kids catering for the 2010-2011 school year.		
Made by:	Leo Christenson	Seconded by:	Terese Corey Blanck
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

4. Set Lunch Prices for 2010-2011- *Currently the lunch price is \$2.75, which includes milk. The free and reduced lunch price is set by the federal government. Jordan Ford recommends that we keep the prices the same and absorb the \$0.05 increase in the budget. The price for lunch for adults is \$3.00. Ala carte does assist in lunch revenues. Mindy Grant brought up that \$0.05 adds up and will come to about \$2,000 a year. Administration will analyze the expense of the lunch program and the board will vote on this at the April board meeting. Tam Harken suggested having a separate board meeting in May to discuss activity fees, school supply lists, and other fees for the 2010-2011 school year.*
5. Legislative Letters from BA Community + CSDAC- *Tam Harken, Jordan Ford, Andrea Lanz, and a few parents went to the state capitol to meet with representatives from the districts that our students represent. This is an important week because bills that do not come out of the committee are dead.*
6. Charter School Guidelines and FAQ – Handout- *Jordan Ford presented Minnesota Department of Education’s updated Guidance regarding State Statues for Charter schools and FAQ.*
7. Reaffirm Designations
 - Jordan C. Ford – Chief Administrator
 - Keith Johnson – Chief Financial Officer

Jordan Ford and Keith Johnson are ex-officios to the board and are non-voting members. Sean Koster is an advisor to the board and also does not have voting rights.

Motion:	To reaffirm that Jordan Ford is the chief administrator to the board and Keith Johnson is the chief financial officer and they are non-voting members.		
Made by:	Leo Christenson	Seconded by:	Ann Marie Roder
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

8. Status of Authorizer and Board Training Applications- *The state sent out RFP’s to authorizers and board trainers. Beacon Academy’s contract with Friends of Education (FOE) expires in June. Tam Harken and Jordan Ford will be meeting with Beth Topoluk within 2 weeks and will discuss implications of the 2009 law and Beacon’s sponsorship by FOE. All board members must receive training in governance, finance, and human resources and must initiate training by June 30th. Jordan Ford and Tam Harken will advise the board once training can begin.*
9. Health Insurance Update- *Beacon Academy is waiting to hear from MACS regarding health insurance premiums. The board will make a decision by May so that employees can renew by July 1.*
10. MS Locker Quotes – Handout- *The lack of lockers for the middle school students this year has been a problem. Parents and students have not been happy and the busses have been overcrowded. Lockers could be installed as early as spring break if we went with Global Industrial Equipment. The lockers are double stacked and would have combination locks. The lockers would be installed in the middle hallway and there would be 150 lockers. The lockers are portable and could be moved. Ann Marie Roder suggested charging a small fee to middle school families for locker usage. PTO would possibly be willing to donate \$2,700 toward the cost of the lockers. Jenny Conway brought up that having 150 students in one hallway may cause some problems and may require more than 3 minutes for passing time. Scott DesBles brought up that we communicate with the parents that lockers will be coming for next year*

and that we wait to rethink this issue a little bit more and communicate with the church about splitting up locker banks to more than one hallway. The motion dies but the board is fully aware of the need for lockers and administration will continue its research and will look at the best options for all students.

Motion:	To authorize the contract with Global Industrial Equipment to install lockers.		
Made by:	Leo Christenson	Seconded by:	
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		
	The motion dies.		

11. Playground Discussion- *Jordan Ford has had discussions with a company that installs playgrounds at city parks and schools. Jordan Ford presented a playground with slides, swings, and many fun things that is about \$60,000. Jordan Ford would like to form a playground committee to continue to research options. This playground could be portable and could be taken with us to a permanent location.*
12. Finance Award Certificate- *Beacon Academy has won the award for the 3^d year in a row.*
13. Other – to be shared at the meeting

Assistant Principal's Report-as needed (Sean Koster):

- *Calendar for the 2010 – 2011 At the last board meeting teachers brought up having separate conferences in the spring for elementary and middle school conferences. Sean Koster does not want separate conferences because he does not want specialists to have to attend extra conferences and it promotes a positive school climate to have all teachers at conferences on the same night. Tam Harken asked the board what is the expectation of conferences for parents and teachers. Teachers discussed if it was best to have conferences at the middle or the end of the trimester. If we moved conferences later in March there could be a discussion of NWEA scores and 2nd trimester grades.*
 - *The professional development day will be moved from February 22nd to February 17th because of NWEA testing.*
 - *Conferences will be moved from February 24th and 28th to March 17th and 21st.*

Motion:	To approve the calendar for the 2010-2011 calendar as amended.		
Made by:	Leo Christenson	Seconded by:	Ann Marie Roder
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

- *NWEA update- Scores were mailed to all families today along with a letter from Sean Koster. We had 46% of our elementary students already reach their year growth for math and 55% of our middle school students have reached their goals.*

Chairperson (Tam Harken): Board Composition- *The board has currently decided that there are going to be 6 teachers on the board, 1 parent, and 1 community member. The board is an 11 person board. The board needs to decide who is going to fill the other 3 spots. The board agreed that the other 3 spots are open to a parent or community member.*

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Motion:	The remaining 3 board spots will be open to a parent or community member.		
Made by:	Kalin Farrell	Seconded by:	Candace Johnson
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

The board needs to decide how long the term is for the community member. The term for teachers and parents is 3 years. Ann Marie suggested that 3 years is a long term for a community member.

Motion:	To make the community member board position term 2 years.		
Made by:	Scott DesBles	Seconded by:	Rainey Miller
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

Scott DesBles brought up that it is a conflict of interest for a paid employee of Beacon Academy to serve as chair or treasurer of the board. He thinks that we should write this into our by-laws as we revise them.

Motion:	That we stipulate in our Beacon Academy by-laws that the board chair and treasurer are not paid employees of the school.		
Made by:	Scott DesBles	Seconded by:	Rainey Miller
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

Friends of Beacon (Ann Marie Roder): None

PTO Report: *The PTO sent a report regarding the Brilliance campaign, Family Movie night, the Box Top contest, and the Beacon carnival. (See handout)*

COMMITTEE REPORTS

- STANDING COMMITTEES
 - a. **Governance (Ann Marie Roder)** – *The ballot should be set for the board election after the vote on board composition. Teachers, parents, and community members will be listed separately on the ballot.*

Policy 409- Rainey Miller wanted to clarify about publications, instructional materials, etc. that were created by teachers becoming property of Beacon Academy.

Policy 403- Leo Christenson is concerned that the discipline, suspension, and dismissal of an employee policy is too vague. Sean Koster is hesitant to add too many details because every situation is different. This policy will be sent back to governance.

Motion:	Policy 409 passes a first reading.		
Made by:	Rainey Miller	Seconded by:	Kalin Farrell
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

- b. **Executive (Tam Harken)** - None
 - c. **Technology Committee (Scott DesBles)**- *The committee is trying to figure out what is absolutely needed in the budget and what is legally required in the retention of electronic documents.*
 - d. **Curriculum (Rainey Miller)**- *Rainey Miller and Michelle Thyren compiled documents about what other districts are doing for health education also put forward a recommendation about what should be offered in a middle school health program. (See handouts) They are going to survey parents in 5th, 6th, and 7th grade to get a sense of where people stand regarding health education. Kalin Farrell brought up the topic of teaching health to the elementary grades as well.*
 - e. **Marketing and Public Relations (Cathy Burke)**- *The ad for Beacon Academy in Maple Grove Osseo magazine has come out.*
- ON CALL COMMITTEES
 - a. **Fundraising and Grants**- None
 - b. **Long-Range Planning**- None
 - c. **Transportation**- None

Board Correspondence and Communication- None

Old Business- None

New Business- None

NEXT MEETING IS APRIL 8, 2010 AT 6:00 P.M.

REVIEW AND APPROVAL OF NEXT MEETING AGENDA-

Motion to approve agenda forwarded by Anne Kronebusch, seconded by Kalin Farrell. Approved unanimously.

MOTION TO ADJOURN

Motion to adjourn forwarded by Anne Kronebusch, seconded by Terese Corey Blanck. Approved unanimously.
Meeting adjourned at 9:54 p.m.

Approved on _____

Anne Kronebusch, Secretary
Beacon Academy School Board