

Beacon Academy Charter District 4124
 Board Meeting Minutes, September 10, 2009 6:00 p.m.
 9060 Zanzibar Lane N., Maple Grove, MN 55311

CALL TO ORDER Tam Harken called the meeting to order to at 6:12 pm.

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

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

Board Member	Present	Absent
Jordan Ford (ex-officio)	✓	
Rainey Miller	✓	
Candace Johnson	✓	
Anne Kronebusch	✓	
Mindy Boehnen	✓	

Board Member	Present	Absent
Anne Marie Roder	✓	
Terese Corey Blanck	✓	

ADVISORY MEMBERS Sean Koster

MISC. ATTENDEES Christina Holmes, Denise Peterson (Friends of Education), Peter Schultz, Mari Scott

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

APPROVAL OF CONSENT AGENDA Academic Probation was taken off the consent agenda and will be discussed during governance.

Motion:	To approve the consent agenda.		
Made by:	Terese Blanck	Seconded by:	Candace Johnson.
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

Open Floor Comments: None

Treasurers Report-Bob Zarriello-(see handout)

- Bank Balance as of 8-31-09: \$391,802.25, plus \$250,000 CD (opened 9/29/08)
- *The Beacon Academy board budgeted 395 students and our enrollment is still above that.*
- *The annual audit will be on September 28 and 29th.*
- *The projected accrued fund balance for 6-30-10 is 20% of annual expenditures.*
- *Bob Zarriello mentioned the importance of telling parents about the tight budget so that they are aware of the situation that the school and the board are in. This will be discussed at the upcoming parent information meeting.*

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

Principal's Report(Jordan Ford):

1. Enrollment Update – Handout- *Beacon Academy opened on the first day of school with 396 students. That might fluctuate within the next few days, but hopefully it will stay strong.*
2. Opening Week- *The first week has gone well and the church has been impressed with the behavior of the students and how well the transition has gone.*
3. Furniture/Transitioning- *There are some cabinets, book shelves, and cubbies that are still coming. The dishwasher is being installed. Jordan and Sean will continue to meet weekly with the church to discuss scheduling and other things.*
4. *Annual Report needs to be approved and submitted by October 1. This document now is required to be submitted to Friends of Education and available to parents so it will be placed in the website.*
5. *Steve Haagenson who is Beacon Academy's health insurance broker would like the board to decide if the enrollment date for health insurance should be moved to July 1, 2010 instead of September 1st, which is when it currently is. The pro is that if the board decides to change insurance options and wants input from employees it is easier to communicate with them during the spring when they are in school if the enrollment date is moved up. Another pro is that it would line up with the fiscal year and might make budgeting easier. The con is that the rates for next July and August would be subject to new rate increases. Currently the enrollment date for dental insurance is October 1 and it would make sense to have the dates lined up. Jordan Ford pointed out that it would make it easier for all staff members if the date was moved to July 1st so that the opinions of all employees can be considered. Bob Zarriello is concerned about supporting this vote due to an unknown possibility of rate increases for this current year.*

Motion:	To move the health and dental insurance renewal dates to July 1 st .		
Made by:	Candace Johnson	Seconded by:	Scott DesBles
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		
	There was a discussion of rates changing because of the enrollment date changing.		

**If there is a rate increase for this current year because of this move, we will stay with the current enrollment date of September 1.*

Motion:	To move the health and dental insurance renewal date to July 1 st unless there is a significant rate increase because of the move.		
Made by:	Candace Johnson	Seconded by:	Rainey Miller
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		
	This is an amendment to the motion.		

6. *The bussing has been nearly flawless in the first 3 days of school and a big thanks goes to the transportation committee for all their hard work.*
7. *There is a parent information meeting on September 21st at 7:00 to explain the school's financial situation, short term plans, and long range planning.*

Assistant Director's Report (Sean Koster): None

PTO Report: *The meetings will be held at Beacon Academy and not at Lunds, where they were previously scheduled.*

Chairperson (Tam Harken): *Tam Harken met with Rachel Parnes (the chair of the PTO) to discuss how the board and the PTO can work together. They discussed having the PTO send the board information every month that could be discussed at the board meetings. Jamie Campbell has stepped up to be a liaison between teachers and the PTO. Rachel Parnes indicated that there is \$150 for each teacher to use in their classroom. The PTO is still looking into whether or not they can help to fund musical instruments. The goal of PTO is to enhance education and to find ways to impact the largest amount of students. The PTO will approve their budget for this year next Tuesday at their meeting.*

Friends of Beacon (Bob Zarriello): None

COMMITTEE REPORTS

- STANDING COMMITTEES

- a. **Governance (Ann Marie Roder)** – Academic Probation Policy

The current academic probation states that a student will be placed on academic probation if a student receives an "F" in two or more of the Core Classes for more than one trimester, the student will be required to repeat the grade level in the following school year.

The governance committee wants to strike the above paragraph and replace it with the following: Students who stay on academic probation may be required to make up credits during the summer months or may be retained (repeat the grade level) based on administration recommendation). Administration will make recommendations on a case by case basis.

The governance committee discussed whether or not it is the board's responsibility to micromanage academic probation and suggests that it should be left up to the administration to manage on a case to case basis.

Students on IEPs are working toward their own goals and are exempt from the academic probation policy as long as they are making progress toward their goals.

Jordan Ford and Sean Koster will work on redrafting a policy that they will present to the governance committee.

Tam Harken mentioned adding Spanish to the other core classes of English, Math, History, and Science.

- b. **Executive (Tam Harken)** - None

- c. **Finance (Bob Zarriello)**- None in addition to treasurer's report

- d. **Technology Committee (Scott DesBles)**- *The technology committee met 2 weeks ago. Darrin Enerson and the committee cut \$15,000+ from the budget. The wireless*

access points should be installed next week. The LCD projectors will be out on carts tomorrow or Monday for middle school teachers.

- e. Curriculum (Rainey Miller)-** *The curriculum committee presented during workshop week and is asking teachers to post curriculum maps by September 20th. Teachers will highlight what they have covered each trimester so that the committee can monitor progress. The committee is also starting to evaluate the language arts curriculum.*
- f. Marketing and Public Relations (Cathy Burke)-** *The marketing committee has been looking at other district websites to get ideas for the Beacon Academy website. They are working on a system to make the website more organized with tabs along the top. The new website should be user friendly and easy to update. They are hoping to have a beta site up soon. September 26th is Plymouth on Parade. Ann Marie Roder will provide parents and teachers with more specific information when she gets it.*
- g. New Building (Ann Marie)-** None
- h. Transition (Tam Harken) -** None
- i. Transportation (Tam Harken) -** *The committee is still evaluating routes and there may be small changes. One route is very full, but we are not yet at the point of needing a sixth bus.*

- **ON CALL COMMITTEES**

- a. Fundraising and Grants-** *Candace Johnson is currently working on a grant for an LCD projector and could use more volunteers to help her out.*
- b. Long-Range Planning-** None

Board Correspondence and Communication-

Quantum Development- *The board received a letter from Quantum Development regarding Beacon Academy's security deposit. Quantum has returned \$525 out of the \$10,000 security deposit with reasons stating why the money has not been returned. The correspondence did not include receipts or invoices. On advice of counsel, the check has not been cashed. Tam Harken forwarded the letter to Heltzer and Burg. (See letter in the minutes book in the main office).*

Heltzer and Burg- *Melissa Houghtaling sent the board a letter (see handout) in response to the letter from Quantum Development. Currently Melissa has worked 7.75 hours for a total of \$1162.50. In order to pursue litigation the board would need to put \$3500 in their trust. The board would need to send Quantum Development a letter of demand as a first step if we want to pursue litigation. Tam Harken is going to look into the cost of Melissa drafting a demand letter to Quantum Development. The board advised Tam Harken that if the cost is under \$300 that she should authorize the demand letter to be sent.*

Old Business- None

New Business- None

NEXT MEETING IS SEPTEMBER 24, 2009 AT 6:00 P.M.

REVIEW AND APPROVAL OF NEXT MEETING AGENDA-

Motion to approve agenda forwarded by Cathy Burke, seconded by Kalin Farrell. Approved unanimously.

MOTION TO ADJOURN

Motion to adjourn forwarded by Cathy Burke, seconded by Candace Johnson. Approved unanimously.
Meeting adjourned at 8:32 p.m.

Approved on _____

Anne Kronebusch, Secretary
Beacon Academy School Board

APPROVED