

Beacon Academy Charter District 4124
 Board Meeting Minutes, September 3, 2008 6:00 p.m.
 12325 Highway 55, Plymouth, MN 55441

CALL TO ORDER Tam Harken called the meeting to order to at 6:00 pm.

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

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

Board Member	Present	Absent
(phone)		
Jordan Ford (ex-officio)	✓	
Gretchen McQuillan	✓	
Candace Newman	✓	
Anne Ingvaldson	✓	

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

ADVISORY MEMBERS Janet Carlson, Keith Johnson, Sean Koster

MISC. ATTENDEES Stacy Bender, Ronai Brumett, Kristi Week, Holly Lindahl, Tashitaa Tufaa (MTN representative), Dave Borum, Mary Ellen Vondrachek, Kyle Biggar, Rhonda Garvis, Shawn Hartzel, Karen Cieminski, John Carnes (attorney), Clint Carlson
(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."

SCHOOL MISSION STATEMENT

APPROVAL OF MEETING AGENDA: Forwarded by Candace, seconded by Gretchen, unanimously approved.

REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES Candace forwarded motion to approve, Bob seconded it, unanimously approved.

Open Floor Comments: *Ronai Brumett has concerns that bus routes are still an hour long. She was told that the kindergarten bus was going to be taken away to add a fifth bus. She said, that the children should be able to eat a snack on the bus because of the long routes. Rhonda Garvis says that her son is on the bus for an hour and was on the bus for 2 hours yesterday. His stop has been taken away to shorten routes, but it has not helped the situation. Kristi Week says that her kindergartner has been on the bus for about an hour and a half a day and is not able to eat on the bus, therefore missing lunch. Karen Cieminski mentioned that the directions given to the drivers are confusing and hard to follow. According to Karen, we need parents that know the routes and parents that know the students on the busses to help out the first few days so that the routes can run more smoothly. Kyle Biggar has frustrations with the bus and wants to help us find a solution. He asked if we could use financial repercussions against the bus company if busses are running significantly late? Stacy Bender mentioned that we have a lot of new families and bussing is a significant public relations issue. Rhonda asked if smaller busses or carpooling was an option. Mary Ellen Vondrachek is wondering if the drivers are familiar with the area and have practiced the routes.*

Transportation: Tashitaa Tufaa, a representative from MTN was at the board meeting to listen to parent concerns, answer questions, and give everyone more information on bussing.

Tashitaa mentioned that he has enjoyed working with Beacon Academy because the kids are so nice. He said that Plymouth is a great city to live in, but not a great place to drive. Tashitaa said, that MTN is one of the biggest bus companies in the metro area and is currently doing a better job than

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80% of companies in the area. According to Tashitaa, Charter schools are much harder to provide transportation for because of the large area that we are trying to cover. Tashitaa is doing everything that he can to monitor routes and ensure the safety of all of our students. All of the drivers have been trained and have practiced the routes. In order to save money, Beacon Academy is sharing routes with another school, whose routes are before ours and that is causing buses to be late. MTN gave us 3 options to solve some of these problems: we can change the arrival time to 9:15 and the dismissal time to 4:00, we can share 2 routes for a cost of \$175 per day per bus and have 2 of our own routes at a cost of \$195 per day per bus, or we can give MTN 2 weeks to get the kinks of the routes worked out.

According to Tam, the North and West buses have been running quite smoothly and the East and South buses are the ones that need the most work. The board is going to have to make some tough choices regarding transportation, and we are not going to be able to accommodate everyone. The South bus routes were much better on Wednesday because Karen Cieminski helped on the bus. Kyle Biggar volunteered to help out on the East bus.

Tashitaa said that there is no food allowed on the bus because of food allergies. Tashitaa says that the company needs a few days to get the routes figured out and then all 4 busses should be at school by 3:45 so that routes can begin on time.

These are the scheduled times for routes:

West-55 minutes
South- 59 minutes
North- 1 hour 3 minutes
East- 55 minutes

We are going to have signs out at stops, have parent volunteers on the busses, have clearer directions for drivers, and have teachers allow the students to have a snack and use the bathroom at the end of the day before getting on the bus. MTN believes that changes are necessary and is going to do everything they can to help us out. Bob wanted to remind us that we changed to MTN last January and they did a lot to help us.

One thing that the board is considering in the future is charging each family that uses the buses a fee. Within the school district of Wayzata, we cannot charge bus fees, but we could charge families that live outside the school district a fee. Tam is seeking clarification from MDE as to if we are able to charge. This may become a possibility if we have to add a fifth bus, but for now we are going to leave things how they are and continue to monitor the situation for 2 more weeks.

Friends of Beacon: John Carnes attended tonight's board meeting to introduce himself and discuss the work that he has done for Beacon Academy. He has spent a lot of time working with SME and TIES, as well as many other things. His law firm spends the majority of their time working on charter school issues. John is willing to offer governance training to the board free of charge. Any questions to John can be directed to Tam or Bob.

Beacon Academy would like to open a line of credit through Venture Bank so that when Friends of Beacon needs money it can be funded in that way. Beacon Academy would need documentation so that we can track transactions between Friends of Beacon and Beacon Academy. Keith would take

care of the audit trail of these transactions. Friends of Beacon needs a 2-person signature for all transactions to ensure checks and balances. Cathy Burke will be the signer since she is not currently a signer for Beacon Academy.

Treasurers Report-Bob Zariello-(see handout)

- Bank Balance as of 8-31-08: \$917, 877.71
- *The finance committee will meet on 9-17 at 5:30 and the financial report will be presented at the 9-17 board meeting.*

Principal’s Report (Jordan Ford):

- *The enrollment report is attached and many of the openings will be filled by the end of the week because many students on waiting lists have already been called. That should put us very close to enrollment target numbers. (See handout)*
- *Support staff work on an hourly basis and are not covered for health insurance in the summer when they are not being paid. If Beacon Academy wanted to pay health and dental coverage for 12 months the cost would be about \$3,400 for the 6 of 11 support staff that have indicated an interest currently covered. The support staff would pay an increased premium during the school year when they are receiving a paycheck. We want to retain the best staff possible and Jordan would like to offer this package to all support staff. The support staff would have to register for this program by September 15th. Cathy thinks this would make the position more marketable and would help to make them feel more a part of the team. (See handout)*

Motion:	To pay the employer share of year round health and dental benefits for all staff. All support staff enrolled in the benefits program must have their share of the July/August premiums paid for prior to July 1.		
Made by:	Candace	Seconded by:	Lori
Discussion:			
Vote:	Yea: all	Nay: none	Abstain: none
Decision:	passes		

- *We need to have a clear policy for the lunchroom and how meals are paid for. This will be reviewed at the next meeting. (See handouts)*
- *The hourly wages for paraprofessionals have been adjusted and this will be covered by federal special education funds.*
- *The IT committee will look at three different laptop proposals. The PAC money will be used for this purchase. This needs to happen quickly because NWEA testing is coming up in October.*
- *Beacon Academy has been replacing Beacon Prep materials. Replacing Spanish materials and technology has been expensive and details will be presented in the next financial report.*

Assistant Principal’s Report (Sean Koster):

1. Professional Development

The Responsive Classroom Morning Meeting and Circle of Power and Respect have been given considerable time during the first two days of school to model and practice behaviors and

procedures. 18 classrooms started out the last two days with Responsive Classroom training and modeling. We are very excited about it.

Our staff even took part in two Circles of Power during workshop week. The staff had quite a good time.

2. Student Conduct

The office referrals and behavior contracts were handed out today as tools to help students regain self control and make better decisions. The new fix-it plans will be in place as soon as the students are done creating their "big three" list of overarching rules. All classes have set up TAB chairs and have contacted "buddy rooms" for students to use as a means to regain self-control.

The new Student Parent Handbook was distributed to parents during orientation night and provided to families through the office. It contained the revised discipline policy and the student code of conduct that the governance committee worked diligently this summer to finish.

3. School Committees

I just wanted to say that the teachers here are phenomenal. We have around 23 licensed staff and they are serving on 20 committees – many committees with several members. Everyone jumped on board and has devoted time and energy to making this school run smoothly.

Dean of Student's Report (Janet Carlson):

-Workshop week went well and there has been much enthusiasm from teachers. Things in the classrooms have been running smoothly and the students are happy to be back.

PAC Report:

-Following e-mail to Tam was read:

Tam - at Back-to-School Night we picked up 20 members. We now have a total of about 40! That was as many as we had at the end of last year. We are hoping to double that. Any help with getting the word out is appreciated. I really believe that it benefits the school and kids to have the parents connected to each other. Thanks!

Liz Krough PAC Co President

Board Chair Report (Tam Harken):

COMMITTEE REPORTS

- BOARD COMMITTEES
 - a. **Governance** – *The next meeting is 9/8 at 5:30.*
 - b. **Executive-**
 - c. **Long-Range Planning/Facilities-**
 - a. **CSO Update-** *Roman Rowan has been here Tuesday and Wednesday free of charge. He has done a great job directing traffic flowing east to ease congestion.*

He will come back Monday and Tuesday of next week if we need him. Sean will communicate with him. If we want to hire a police officer to direct traffic in the future it will cost \$60 an hour for a minimum of 2 hours. A card was given to the police officer to thank him for his help.

- b. *Long range meets next Wednesday at 5:15. Jordan, Bob, Tam, and Clint met on Saturday to discuss the lease. A few changes still need to be made with language regarding the portable and what happens if the portables are not installed. We were asked by the city to have a traffic and parking plan submitted to the city before the beginning of the school year. Jordan did complete this request and to date we have not received written communication from the city personnel. Having a traffic and parking plan submitted was an important part of getting the conditional use permit approved.*

d. Technology Committee- Scott DesBles reported

The committee continues to work with RICOH and is working on many different projects at school. JMC is up and running for attendance and lunch count. The website should be up and running soon. Laptop proposals are being researched and reviewed by the committee. The next technology committee meeting will be Tuesday September 9th. They would like to work with the curriculum committee to discuss how the computers will be used. There are 4 candidates available for the intern position and they hope to have that contract ready for approval at the next board meeting. Clint advised, some of the electronic access cards are not working. Additional cards need to be purchased for new families. Previously, they were set up the hard drive of a computer, but have been moved to the server and the system has had some problems since. Jordan, Sean, and Scott will meet on Friday morning to discuss some of these issues.

- **SCHOOL COMMITTEES**

- a. **Curriculum-**

- b. **Marketing and Public Relations-**

- a. **Plymouth on Parade-** *Magnet clips will be ordered for Plymouth on Parade. The clip will have the school name, website, and a lighthouse. Brochures and chip clips will be handed out at the parade.*

- c. **Fundraising/Grants-**

Board Correspondence and Communication-

Old Business-

New Business-

NEXT MEETING IS SEPTEMBER 17, 2008 AT 6:00.

REVIEW AND APPROVAL OF NEXT MEETING AGENDA

MOTION TO APPROVE FORWARDED BY , SECONDED BY, PASSED UNANIMOUSLY.

MOTION TO ADJOURN

Motion to adjourn forwarded by Candace, seconded by Gretchen. Approved unanimously.
Meeting adjourned at 8:34 p.m.

Approved on _____

Anne Ingvaldson, Secretary
Beacon Academy School Board

Approved