

Beacon Academy Charter District 4124
 Board Meeting Minutes, June 11, 2008 6:00 p.m.
 12325 Highway 55, Plymouth, MN 55441

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

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

| Board Member | Present | Absent |
|---------------|---------|--------|
| Andrea Lanz | ✓ | |
| Bob Zarriello | ✓ | |
| Dan Leahy | ✓ | |
| Darrell Morse | | ✓ |
| John Webster | | ✓ |

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

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

ADVISORY MEMBERS Janet Carlson, Steve Hagenson, Keith Johnson

MISC. ATTENDEES Deena Downs, Tam Harken, Scott DesBles, Lori Berning, Christina Holmes, Sean Koster, Clint Carlson

New Board Members: Lori Karcz, Kalin Richardson, Cathy Burke

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 Andrea , seconded by Anne , unanimously approved.
 The new board members cannot technically vote until the July meeting. Should the new board vote on the officers for the following year or the old board? The old board will vote for the new officers. Dan will be the chair through the end of June.

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

Open Floor Comments:

Treasurers Report-Bob Zarriello-see *handout*

- Bank Balance as of May 31st 2008: \$941, 839.19
- *There is potential litigation from our previous bus company.*

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|--------------------|------------------------------------|---------------------|----------------------|
| Motion: | To adopt the revised 07-08 budget. | | |
| Made by: | Bob | Seconded by: | Terese |
| Discussion: | | | |
| Vote: | Yea: all | Nay: none | Abstain: none |
| Decision: | passes | | |
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- *Our projected fund balance for the 2008-2009 school year is 20.01%.*
- *The state is giving us an extra 2% per student next year (1% is Q-Comp).*
- *Next school year we'll also be getting technology money from the state.*
- *We will budget special ed. reimbursement at 90%.*

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|--------------------|-----------------------------|---------------------|----------------------|
| Motion: | To accept the 08-09 budget. | | |
| Made by: | Bob | Seconded by: | Andrea |
| Discussion: | | | |
| Vote: | Yea: all | Nay: none | Abstain: none |
| Decision: | passes | | |
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|--------------------|---|---------------------|----------------------|
| Motion: | To approve Jordan Ford as our LEA representative, Homeless Liaison, Special Education Administrator, Title Coordinator. | | |
| Made by: | Bob | Seconded by: | Gretchen |
| Discussion: | | | |
| Vote: | Yea: all | Nay: none | Abstain: none |
| Decision: | passes | | |
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|--------------------|--|---------------------|----------------------|
| Motion: | To designate Venture Bank as our official School Depository. | | |
| Made by: | Bob | Seconded by: | Anne Marie |
| Discussion: | | | |
| Vote: | Yea: all | Nay: none | Abstain: none |
| Decision: | passes | | |
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| Motion: | To authorize Jordan Ford or Keith Johnson to sign for investments on behalf of Beacon Academy. | | |
| Made by: | Bob | Seconded by: | Terese |
| Discussion: | | | |
| Vote: | Yea: all | Nay: none | Abstain: none |
| Decision: | passes | | |
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| Motion: | To authorize Bob Zarriello or Keith Johnson to make electronic funds transfers between school accounts. | | |
| Made by: | Bob | Seconded by: | Terse |
| Discussion: | | | |
| Vote: | Yea: all | Nay: none | Abstain: none |
| Decision: | passes | | |
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| Motion: | To approve the financial report. | | |
| Made by: | Terese | Seconded by: | Anne Marie |
| Discussion: | | | |
| Vote: | Yea: all | Nay: none | Abstain: none |
| Decision: | passes | | |
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Principal's Report:

1. **Enrollment Update-** *When do we want to stop taking people off the wait list when someone that is enrolled drops? **see handout.***
2. **Hiring Update-** *We are almost done with the hiring process of all the teachers.*
3. **NWEA Testing-** *Results were back this Monday. Next year we would like to scale back the winter testing. New students and students who are at risk will test in the winter but not the majority of the student population.*
4. **Enrollment Issue-Sibling Preference-** *There is a chance that a few of the students enrolled or on the wait list are not in fact siblings. Jordan is going to follow up on this.*
5. **Custodial Services-Report Card + Summer Work-** *ISS is the new name of Maintenance Experts. They have given Jordan a proposal for summer cleaning-\$6,500. Last year we paid*

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\$9,000. Up to this point Rayito has not paid for any of the bathroom cleanings. Anne commented that overall the staff was satisfied with the cleaning. At times things were not done up to par but this could be cleared up with communication. Jordan will put out an RFP for cleaning services.

6. Merit Pay- *This was a 360 degree look at a teacher. \$15,464 was handed out. Jordan suggests that the leftover money that we didn't use could be allocated for our support staff (\$750/person). **see handouts.***

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| Motion: | To equally distribute the balance of merit pay amongst the 13 support staff. | | |
| Made by: | Candace | Seconded by: | Andrea |
| Discussion: | | | |
| Vote: | Yea: all | Nay: none | Abstain: none |
| Decision: | passes | | |
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7. Support Staff Stipend-

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| Motion: | To cover four employees' (support staff) premiums for health benefits for the month of June. To not deduct the 2 nd half of the month's health premiums-\$892.28. | | |
| Made by: | Andrea | Seconded by: | Terse |
| Discussion: | | | |
| Vote: | Yea: all | Nay: none | Abstain: none |
| Decision: | passes | | |
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8. Hot Lunch Program-set lunch prices-

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| Motion: | To set our lunch prices for the 2008-2009 school year at \$2.75. | | |
| Made by: | Terese | Seconded by: | Andrea |
| Discussion: | | | |
| Vote: | Yea: all | Nay: none | Abstain: none |
| Decision: | passes | | |
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9. Teacher Contracts

- **Connie Isle**
- **Mindy Boehnen**
- **Stephanie Skelly**
- **Kristi Baldocchi**

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| Motion: | To approve the above teachers' contracts. | | |
| Made by: | Anne | Seconded by: | Andrea |
| Discussion: | | | |
| Vote: | Yea: all | Nay: none | Abstain: none |
| Decision: | passes | | |
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Dean of Student's Report (Janet Carlson):

Beacon Academy Board Report: June 11, 2008
Janet Carlson: Dean of Students

1. Highlights of the Year
2. Early Entrance Results
Two families requested early admission to kindergarten for their children who turn 5 in Sept. and October. Both student names had been drawn in the Feb. lottery with spots in the fall, 2008, kgtn class. They were informed that actual enrollment was contingent upon the results of an early entrance assessment. I met with both families, interviewed pre-school teachers for both students, and administered an early entrance screening assessment. Both students were judged to be ready for kgtn in the fall of 2008 and families were notified. One family is planning to attend Beacon. The second family is investigating child care options before committing to attending.
3. Q Comp End of Year Results and Proposed Goal for 2008-09
4. Gifted and Talented Committee
 - * Summer work on Kids College beginning Monday, June 23 at 12:30
 - * Spring book clubs were very successful (over 25 students)
 - * Writing Club students want to continue next year (9 students)
 - * Kudos to Natalie and Sean Koster for pulling off the spelling bee in May
5. Assessment
Spring Iowa Tests and Spring NWEA results are in. A summary of results will be presented at the July or August board meeting. A quick look shows results that appear consistent with the last few years.
6. Transportation
MTN has referred several potential clients to us for recommendations and paired 2 of our buses with a charter school in Hopkins. They have offered to give us the \$175 rate for all four of our buses next year. Tentative routes are set for next year, but need some tweaking to make sure there is space on each bus for newly enrolled students. We are planning on 1 mid day kindergarten bus and have that route planned also.
7. Misc.
Track and Field Day was a big success ! Kudos to Karen Ellis , parent volunteers and Minnehaha Academy volunteers and Renee Gorman, the school nurse.

Eleven high school volunteers from Minnehaha Academy visited Beacon the last week of school to assist in Spanish classes, math classes and Track and Field Day. They were very well received and a great benefit to Beacon.

Kudos to Andrea and Gretchen and the 3rd graders for a fabulous performance of Roman plays on May 27.

PAC Report- *Lori Berning presented a \$20,000 check to Beacon Academy for a computer lab. This money was brought on through the Brilliance Campaign. Total grants issued for the school year are approximately \$41,000. Recap of 2007-2008 school year-see **handout.***

Board Chair Report-

Charter School Achievement Award- *We are still being considered for the award, but they have changed the rules. Schools that earn the finance award next school year are now eligible. We are going to submit a letter voicing our concerns.*

COMMITTEE REPORTS

- BOARD COMMITTEES

- a. **Governance** – *Sean came up with an addition to the discipline policy.*
- b. **Executive-** *Contracts.*
- c. **Long-Range Planning/Facilities-** *At the top of the list of things to get done is the lease. It needs to be into the state by June 30th. The next meeting is next Wednesday at 5:15. Tomorrow we are going to the city with permits. John (attorney) is helping us with how to put portable language into our lease. He gave us an engagement letter asking for \$1,500 for the month of June.*

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| Motion: | To accept John Cairn's engagement letter at a fee of \$1500 for the month of June. | | |
| Made by: | Bob | Seconded by: | Terese |
| Discussion: | Is this a conflict of interest? | | |
| Vote: | Yea: all | Nay: none | Abstain: none |
| Decision: | passes | | |
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The IRS requires that 2 out of 3 people on the Friend's of Beacon Board need to be actual board members of Beacon Academy. Cathy Burke is going to be a member of this board. July 16th-Planning Commission July 22nd-City Council. These two meetings are critical for our timelines.

- d. **Technology Committee-** *Members-Scott DesBles, Dan, Kelly Black, Mark Birnbaum. We want the purpose of the technology committee to be "the IT directors of the school." Last year the school spent around \$28,000 on IT. There is no off-site storage for our network. The committee is asking the board to not spend any of the technology money until we have a plan in place. One thing that we are shorting our students in is computer skills (specifically typing). They believe that we need hiring someone on site for technology needs. There is money in the budget for a technology position.*

- SCHOOL COMMITTEES

- a. **Curriculum-**
- b. **Marketing and Public Relations-** *Plymouth on Parade tabled until next meeting.*
- c. **Fundraising/Grants-**

Board Correspondence and Communication- *Steve would like to step down from his advisory role on the Beacon Academy Board. We would like to give a public thank you to Steve Hagenson and the other board members that have just finished their terms.*

Old Business-

Election to fill Dan Leahy's position-

Andrea added that in order for this board to work and for individuals to not feel burnt out everyone needs to take on an appropriate work load.

Tam Harken-6 votes
Scott DesBles-3 votes

Reconstruction of Teacher Terms-*Eventually all teachers would have a three year term. Anne, Candace or Gretchen could cut 1 year off of their 3 year term and one of the newly appointed teachers would only serve a 1 year term. Every year 2 new teachers would join the board.*

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|--------------------|---|---------------------|-----------------|
| Motion: | Anne and Gretchen's term will end June 30 th 2009. | | |
| Made by: | Andrea | Seconded by: | Terese |
| Discussion: | | | |
| Vote: | Yea: | Nay: | Abstain: |
| Decision: | | | |
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| Motion: | Withdraw the motion. | | |
| Made by: | Andrea | Seconded by: | |
| Discussion: | | | |
| Vote: | Yea: | Nay: | Abstain: |
| Decision: | | | |
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Our by-laws state that we cannot have a co-chair or vice chair. The chair could have a so called right hand man to hold individuals accountable.

Andrea nominates Bob for Treasurer. Anne seconded it. Bob accepts. Bob is the treasurer. Andrea nominates Anne for Secretary. Candace seconded it. Anne accepts. Anne is the Secretary.

New Business- *All committees should meet before the July meeting to decide the new chairs. The special meeting agenda will be contracts, lease, chair position, possible replacement. Summer meeting times: June 25th 6:00, July 9th 5:00, August 6th 5:00, August 20th 5:00, September 3^d 6:00, September 17th.*

NEXT MEETING IS JUNE 25TH 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 Anne, seconded by Andrea. Approved unanimously.
 Meeting adjourned at 9:50 p.m.

Approved on _____

Anne Ingvaldson, Secretary
Beacon Academy School Board