

**CALL TO ORDER** David Goeske called the meeting to order to at 6:31 p.m.

<b>1. ROLL CALL</b> present at time of meeting unless otherwise noted	<b>Present</b>	<b>Absent</b>
<b>Board Member</b>		
David Goeske (President)	✓	
Melanie Spall (Vice President)	✓	
Jacque Lee (Treasurer)	✓	
Lindsay Johnson (Secretary)	✓	
Matt Goodman	✓	
Kris Gapinski	✓	
Kasey Lehman	✓	
Jennifer Hodge	✓	
Rob Kalinsky	✓	
Heidi Sheard	✓	
Marcus Mianulli		✓
Keith Johnson(ex-officio)	✓	
Sean Koster(ex-officio)	✓	
Kris Achter	✓	

**MISC. ATTENDEES:** NONE

**2. PLEDGE OF ALLEGIANCE**

*(Choral reading of the Pledge of Allegiance)*

**3. BEACON MISSION STATEMENT**

*(Choral reading of the Beacon Academy Mission Statement)*

**4. Approval of Agenda**

<b>Motion:</b>	To approve the agenda with the addition of PTO sharing at under the board chairs report.							
<b>Made by:</b>	*Jacquie Lee			<b>Seconded by:</b>	*Kris Gapinski			
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Kris Gapinski	x		
	Melanie Spall	x			Lindsay Johnson	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Kasey Lehman	x			Rob Kalinsky	x		
	Matt Goodman	x			Jacque Lee	x		
					Marcus Mianulli			x-absent
<b>Decision:</b>	Passes							

**5. Open Floor Comments from Attendees: NONE**

**6. School Spotlight:** Abigail VanHeel, Special Ed teacher was honored as an Excellent Educator from her college in WI. She was honored at the all staff meeting.

**7. Approval of Consent Agenda**

**Beacon Academy Charter District 4124**  
 Regular Board Meeting Minutes, April 16, 2015 6:30 p.m.  
 9060 Zanzibar Lane N., Maple Grove, MN 55311

<b>Motion:</b>	To approve the consent agenda with the exclusion of the speech therapy contract							
<b>Made by:</b>	*Melanie Spall				<b>Seconded by:</b>	*Heidi Sheard		
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Kris Gapinski	x		
	Melanie Spall	x			Lindsay Johnson	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Kasey Lehman	x			Rob Kalinsky	x		
	Matt Goodman	x			Jacque Lee	x		
					Marcus Mianulli			x-absent
<b>Decision:</b>	Passes							
	A. Approval of Minutes: B. Regular Board Meeting –March 19, 2015 C. First Reading of Policy: 103 Complaint Process 429 Prohibition Against Unfair Discriminatory Practices in Employment and Grievance Procedures 537 Prohibition Against Unfair Discriminatory Practices in Education and Grievance Procedures D. Second Reading/Approval of Policy 530 Immunization Requirements 530 Immunization Requirements Form E. Approval of Transportation contract: American Student Transportation F. Approval of Special Education Director contractor: Innovative Special Education Services							

## 8. Board Reports

### A. Treasurer’s Report – Jacque Lee/Keith Johnson

- looked at a 5 year budget going forward. There was a great attempt made to manage the fund balance and looked at ways to cut back.
- looked at wait list
- Sean had a report of where we have spent money the last 4 years.
  - the board has made decisions to stay small and to improve student learning.
  - 4 years of unfunded Kindergarten: \$220,000
  - 3 years of paying for a full time teacher as an Early Intervention Specialist instead of a para: \$90,000
  - 1 ½ years of an additional Title I para: \$40,000
  - 1 year of additional Spanish teacher: \$55,000
  - 4 years of additional middle school math teacher: \$220,000
  - 4 years of hybrid 6<sup>th</sup> grade and Honors teaching staff: \$320,000
  - 4 years of a full time para staffed resource room: \$100,000
  - the total for these additional items is \$1 million
- David stated that a draft of budget will be available in a week or two. Vote on budget in June.

#### 1. Review/Approval of financial report

<b>Motion:</b>	To approve the treasurers report.							
<b>Made by:</b>	*Kasey Lehman				<b>Seconded by:</b>	*Kris Gapinski		
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Kris Gapinski	x		
	Melanie Spall	x			Lindsay Johnson	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Kasey Lehman	x			Rob Kalinsky	x		
	Matt Goodman	x			Jacque Lee	x		

	Marcus Mianulli	x-absent
<b>Decision:</b>	Passes	

**B. Principal's Report – Sean Koster**

**1. Enrollment Report**

-170 on wait list. 84 in Kindergarten.

**2. Referral Data**

-power point on referral data was included in the board packet.

**3. Planned Unit Development (PUD) Amendment – Church and City of Maple Grove**

-there was a conversation with Terry from the church about the PUD.

-they will be filing this application with the church

-Terry's recommendation is to go with the maximum amount we would need even if it's more than we need so we don't have to ask again.

**4. Marketing Update**

-we will send out another 1,500 flyers to homes in our zip code. Students in 5<sup>th</sup>-8<sup>th</sup> will be targeted

-Osseo school district sent a request of all the students that live in their district that are middle school age and are attending our school. We sent them the report because it is in their rights to ask for this public data. A parent showed Sean a letter she received from Osseo Schools that stated students that attended charter schools do very well in their middle school. Sean sent a letter to Osseo requesting their data as well.

-a new lunchroom sign, office door sign and table cloth are being ordered with our new logo.

**5. Honor Roll**

-there are 135 students in middle school. 75% of our students were on the honor roll. We have a more rigorous GPA requirement than a traditional middle school so it's harder to get on the honor roll.

**6. Finance Award**

- we received this award 8 years in a row. Our audits are always clean. 80% of charter schools get it.

**7. Contract with By Word of Mouth**

-David wanted clarification on what we are getting charged if they come to the school and don't see all the students on the schedule.

**C. Assistant Principal – Kris Achter**

**1. Character Education**

-Service to others this month

-random acts of kindness are happening around the building

-students will be getting something from the PTO

-letters have been given to the police, fire department and hospital

**D. Board Chair – David Goeske**

**1. Resignation Letter of board member: Lindsay Johnson**

-David accepted the letter and thanked Lindsay for her service.

Motion:	To accept the resignation of Lindsay Johnson effective July 1, 2015
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<b>Made by:</b>	*Jacque Lee				<b>Seconded by:</b>	*Kasey Lehman			
<b>Discussion:</b>									
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain	
	David Goeske	x			Kris Gapinski	x			
	Melanie Spall	x			Lindsay Johnson	x			
	Heidi Sheard	x			Jennifer Hodge	x			
	Kasey Lehman	x			Rob Kalinsky	x			
	Matt Goodman	x			Jacque Lee	x			
					Marcus Mianulli				x-absent
<b>Decision:</b>	Passes								

**2. PTO Sharing for Staff**

- There is an employee that had unexpected surgery. She will have exhausted all of her paid time off (PTO). Can staff transfer their unused PTO to her? We currently have no policy that speaks to this. We may be able to approve a temporary policy until one is written. An example would be: after 4 weeks of being absent this policy would kick in for x amount of days. David is hoping to hear back from our lawyer in regards to the legality of this.
- Kasey mentioned this has been discussed in the past at ERCC.
- Keith would want to talk to an HR attorney before going forward with this.
- Sean mentioned the staff would opt into this.
- this would raise the amount we spend on subs because not everyone uses all their PTO every year.
- David will follow up with our attorney. If we are able to create a policy we can make a motion to make it retroactive. This type of thing highlights our sense of community.

**9. Standing Committees**

**A. Governance Committee**

**1. Discussion about filling a partial year vacancy on the board**

- The timing of Lindsay’s resignation from the board brought up the question of how to fill the seat since the resignation came during the election process. Lindsay’s seat would only be for two years. How do we determine who fills out the term?
- We will follow the policy that will be presented in the By-Laws. This will be tabled until the next meeting.

**2. Review policy 806 Crisis Management**

- There is a suggested policy by the Dept of Ed that was presented.
- Sean described our current crisis management team and procedure.
- Admin should process through with appropriate team members and then send back to governance to work on main body of the policy.

**3. Review/Approval of revised By-Laws**

Motion:	To accept the By-Laws as amended by the governance committee								
<b>Made by:</b>	*Melanie Spall				<b>Seconded by:</b>	*Kasey Lehman			
<b>Discussion:</b>									
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain	
	David Goeske	x			Kris Gapinski	x			
	Melanie Spall	x			Lindsay Johnson	x			
	Heidi Sheard	x			Jennifer Hodge	x			
	Kasey Lehman	x			Rob Kalinsky	x			
	Matt Goodman	x			Jacque Lee	x			
					Marcus Mianulli				x-absent
<b>Decision:</b>	Passes								

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**B. Facility Planning Committee (FPC)**

**1. Discuss of FPC’s recommendation for the bonding company**

- representatives from 2 bonding companies presented at the FPC meeting; Dougherty and Piper Jaffray
- Jaclyn and Paul from Cushman Wakefield were in attendance as well
- Enrollment, Academics, fund balance and governance (not necessarily in that order) were all things these companies look at for bonding
- the recommendation from FPC is to go with Dougherty

Motion:	To pursue a contract with Dougherty and Company for the bonding of a building project							
Made by:	*Rob Kalinsky			Seconded by:	*Lindsay Johnson			
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Kris Gapinski			x
	Melanie Spall	x			Lindsay Johnson	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Kasey Lehman	x			Rob Kalinsky	x		
	Matt Goodman	x			Jacque Lee	x		
					Marcus Mianulli			x-absent
<b>Decision:</b>	Passes							

- there are no upfront costs. The bonding company will be the “reason” in the room and will provide the sanity check for the project.
- Sean asked about a conflict of interest form for Kris Gapinski since her husband works at Dougherty. A conflict of interest form has been signed.
- references for Dougherty will be checked before going forward

**2. Discussion of FPC’s recommendation for the contractor**

- FPC is suggesting approving RJM as our contractor.
- We will have the same team we were going to work with in 2013.
- They will make sure we come in on budget.

Motion:	To select RJM as a contractor for any Beacon Academy expansion							
Made by:	*Rob Kalinsky			Seconded by:	*Jacque Lee			
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Kris Gapinski	x		
	Melanie Spall	x			Lindsay Johnson	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Kasey Lehman	x			Rob Kalinsky	x		
	Matt Goodman	x			Jacque Lee	x		
					Marcus Mianulli			x-absent
<b>Decision:</b>	Passes							

- There is a limit of \$10,000 for up front work. This amount will be rolled into the bond.
- David suggested we find out when FOB would start getting involved.
- Melanie’s term on FOB is up and we need another board member to step on.

**C. Curriculum Committee**

**1. Review/Approval: Committee of 2014-2015 work: Presentation of Social Studies material**

- Matt passed around an example of a book that needs rebinding. The total for this binding is \$3,780 and would include the 3<sup>rd</sup>-6<sup>th</sup> grade textbooks. This book is directly aligned with the Core Knowledge sequence. We don't have other options.
- there were examples passed around of some of the books/magazines the committee wants to purchase for 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades.
- Sean asked for volunteers to tape the bindings when the books arrive so they last longer.
- Middle school will integrate MN History standards into the curriculum

Motion:	To approve the purchase of the presented social studies curriculum							
Made by:	*Melanie Spall			Seconded by:		*Jen Hodge		
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Kris Gapinski	x		
	Melanie Spall	x			Lindsay Johnson	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Kasey Lehman	x			Rob Kalinsky	x		
	Matt Goodman	x			Jacque Lee	x		
					Marcus Mianulli			x-absent
<b>Decision:</b>	Passes							

**2. Review of school wide note taking initiative**

- Cornell Notes Basics was passed around.
- It's a way of organizing a page and teaches organizational skills.
- Cuts down the time it takes to take meaningful notes
- One teacher would be the trainer for the other teachers. It would start next year.

**Beacon Academy School Board Goals the 2014-2015 School Year:**

1. Student academic excellence
2. Teacher and administration excellence
3. Remove barriers to expansion

**Board Correspondence and Communication-** None

**Board Workshop-** None

**Old Business-** None

**Action Items-**

1. David speaking with Jim Martin about the PTO topic
2. Sean will clarify the contract with speech therapy services and begin work on the crisis management policy
3. FPC will obtain contract with RJM and review what needs to happen with FOB

**NEXT MEETING IS May 28, 2015 @ 6:30 p.m.**

**MOTION TO ADJOURN**

Motion to adjourn at 8:28 p.m. forwarded by Rob Kalinsky, seconded by Jen Hodge. Approved unanimously. Meeting adjourned at 8:28 p.m.

Approved on \_\_\_\_\_

\_\_\_\_\_  
**Lindsay Johnson, Secretary**  
**Beacon Academy School Board**