

**CALL TO ORDER** David Goeske called the meeting to order to at 6:30 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:**

TODD ALLE, BRANDON HUBERTY, MEG HERLOFSKY, MELISSA HANSEN

**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							
<b>Made by:</b>	*Lindsay Johnson			<b>Seconded by:</b>	*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-absent	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:**

**A. Pennies for Patients**

-letter included in packet from the organization

**B. Grandparent's Day**

-change in format. Everyone was included and was not limited to Grandparents. We had a great turnout and lots of happy visitors. We had great feedback.

**7. Approval of Consent Agenda**

<b>Motion:</b>	To approve the consent agenda with the following changes: Approval of minutes from April 16, 2015, not March 19 <sup>th</sup> . Remove first reading of policies 513.5 and 537. Back to Governance for changes.								
<b>Made by:</b>	*Lindsay Johnson				<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-absent	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: 302 Executive Director Hiring, Supervision and Evaluation 404 Criminal Background Checks 513.5 Academic Proficiency Plan Grades 3-5 537 Concussion Management D. Second Reading/Approval 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 E. Approval of contract for psychological services: Gregg Palm F. Approval of contract for Developmental Adapted Physical Education (DAPE) services: Michelle Gregerson								

**8. Board Reports**

**A. Treasurer’s Report – Jacque Lee**

- The server budget is coming in a little higher than expected. There was going to be an annual contract fee for 4 years which was waived so the increase in small comparatively.
- Lease aid application was submitted
- proposed budget for next year is included. Items that were changed or worth noting were highlighted in yellow. Marketing, state aid increase is at 1% to be conservative. Bigger items to change are curriculum and textbooks. The server is coming out of the fund balance not an expenditure.
- Melanie had a question about the water that is being cut from the budget. One cooler is being kept in the office for the nurse. How will the water be regulated to make sure it’s being used for the nurse needs only?
- The cooler may be moved into the nurse’s office.

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

<b>Motion:</b>	To approve the treasurers report.								
<b>Made by:</b>	*Lindsay Johnson				<b>Seconded by:</b>	*Jacque Lee			
<b>Discussion:</b>									
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain	

**Beacon Academy Charter District 4124**  
 Regular Board Meeting Minutes, May 28, 2015 6:30 p.m.  
 9060 Zanzibar Lane N., Maple Grove, MN 55311

David Goeske	x		Kris Gapinski	x		
Melanie Spall	x		Lindsay Johnson	x		
Heidi Sheard	x		Jennifer Hodge	x		
Kasey Lehman		x-absent	Rob Kalinsky	x		
Matt Goodman	x		Jacque Lee	x		
			Marcus Mianulli			x-absent
<b>Decision:</b>	Passes					

**2. Review 2015-2016 Budget**

-David requested each member review the budget and send any questions to Jacque. It will be voted on next month.

-Jen asked if fees will be changed next year for field trips since we will not be doing MN History week next year. Sean said it could be less but he won't have solid numbers until all the bills are in for this year's field trips.

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

**1. Working Agreements**

-This was the first time in seven years that all working agreements were returned before the end of the school year.

<b>Motion:</b>	To approve the first round of working agreements for Melanie Spall, Lindsay Johnson, Matt Goodman, Keith Johnson, Lisa McCarthy, Eldred Bach Jr, Brandon Huberty, Julie Markwardt, Paige Roth, Jill Zarriello, Lori Karcz, Jamie Betts, Angel Jadinak, Emily Ohman, Jolee Mosier, Meghan Herlofsky, Allison Nelson, Kris Ather, Abigail VanHeel, Joanna Pederson							
<b>Made by:</b>	*Jen Hodge			<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-absent	Rob Kalinsky	x		
	Matt Goodman			x	Jacque Lee	x		
					Marcus Mianulli			x-absent
<b>Decision:</b>	Passes							

<b>Motion:</b>	To approve the second round of working agreements for Jennifer Hodge, Kristen Gapinski, Kasey Lehman, Sean Koster, Emily Voye, Todd Alle, Michael McCauley, Sandra Illi (Jendro), Thomas Kline, Keith Krueger, Karen Ellis, Abby Refsland, Lorie Schultz, Michelle Liesmaki, Mallory Scherber, Cassandra Hume, Lori Foecke, Heather Griebrok, Deb Kuglin							
<b>Made by:</b>	*Lindsay Johnson			<b>Seconded by:</b>	*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-absent	Rob Kalinsky	x		
	Matt Goodman	x			Jacque Lee	x		
					Marcus Mianulli			x-absent
<b>Decision:</b>	Passes							

**2. MACS Membership Dues**

-David asked what the benefit is to us for being members of MACS

-Sean stated we get lobbying power, workshops, they assist in licensing, etc.

- David mentioned \$8,000 was a lot especially since we are watching our budget closely.

-Matt asked if there is a benefit business wise for being a member? Is it on our website?

- This must be paid by July 1<sup>st</sup>
- Sean has a personal level relationship with Eugene, the president of MACS. The advice he gets is free compared to having to call an attorney.
- David suggested taking the next school year to really evaluate what our benefit is.

<b>Motion:</b>	To approve the yearly membership dues to MACS; Minnesota Association of Charter Schools							
<b>Made by:</b>	*Matt Goodman				<b>Seconded by:</b>	*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-absent	Rob Kalinsky	x		
	Matt Goodman	x			Jacque Lee	x		
					Marcus Mianulli			x-absent
<b>Decision:</b>	Passes							

### 3. OT – Family Speech & Therapy

- We are changing our vendor next year due to concerns from the special ed department.
- services would remain at two days a week unless we have a greater need.

<b>Motion:</b>	To approve the contract with Family Speech & Therapy for Occupational Therapy for 2015-2016							
<b>Made by:</b>	*Jen Hodge				<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-absent	Rob Kalinsky	x		
	Matt Goodman	x			Jacque Lee	x		
					Marcus Mianulli			x-absent
<b>Decision:</b>	Passes							

### 4. Speech – By Word of Mouth

- Question was asked about services being billed if the child is absent. Kim from By Word of Mouth said it was standard practice but Beacon is usually on top of reporting absences. We have never been billed for absences in the past.

<b>Motion:</b>	To approve the contract with Family Speech & Therapy for Occupational Therapy for 2015-2016							
<b>Made by:</b>	*Lindsay Johnson				<b>Seconded by:</b>	*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-absent	Rob Kalinsky	x		
	Matt Goodman	x			Jacque Lee	x		
					Marcus Mianulli			x-absent
<b>Decision:</b>	Passes							

### 5. School Nutrition Program

- The food service proposal was sent out by Sean. A 5% increase on milk was instated this year. Our meals are \$3.00 a meal. There will be a loss next year due to increases. Keith said we should not increase meals due to money we have banked. Raise milk by .10 not both. Next year think about raising food.

-A question was raised as to why are we aren't passing through our costs? Most schools want to keep a low food cost and not make a lot of money. We want to stay equitable with families.

Increase would be on 75 milks a day that are not part of the meal.

<b>Motion:</b>	To approve the increase in the cost of milk by .10 with no increase to the lunch cost for the 2015-2016 school year								
<b>Made by:</b>	*Melanie Spall				<b>Seconded by:</b>	*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-absent	Rob Kalinsky	x			
	Matt Goodman	x			Jacque Lee	x			
					Marcus Mianulli			x-absent	
<b>Decision:</b>	Passes								

Done Right Food Contract discussion:

-there is an increase of .09 per meal with done right foods. Sean explained that Mary Hunn did an amazing job with helping holly transition to breakfast and state reporting. She did this free of charge.

<b>Motion:</b>	To approve the new contract with Done Right Foods with an increase in the cost of lunch by .9 the 2015-2016 school year								
<b>Made by:</b>	*Jacque Lee				<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-absent	Rob Kalinsky	x			
	Matt Goodman	x			Jacque Lee	x			
					Marcus Mianulli			x-absent	
<b>Decision:</b>	Passes								

## 6. PTO Spirit Wear

-The PTO would like to promote spirit wear with an agreement with Sota Shop in Osseo. The board will approve the logo's or give Admin authority to work with PTO.  
 -David said the school board should not be involved in this and the administration should work with PTO to approve logo apparel.

## 7. PTO (Paid Time Off) Use and options for staff

-ERCC has talked about this in the past. In some schools and businesses, staff can pool PTO days so others can use them when there is an extenuating illness or tragedy.  
 -Last Friday there was 17 staff out. The mentality when it comes to PTO use is use them or lose them. Staff used to have 7 sick days and 3 PTO. Sean would like there to be an analysis of the use.  
 -Melanie: budget used to rely on people not taking all the PTO. How does that look now? We do not have an in-house sub anymore. There has been an increase of the days used. Cost of sub is \$195/day to the company. We pay \$170 if it's not through an organization.

## C. Assistant Principal – Kris Achter

### 1. Technology Committee Update

-Darrin has been working on getting server proposals in. Next meeting is the 9<sup>th</sup> of June. We would like to get it ordered so Darrin can get it in over the summer.

<b>Motion:</b>	To approve the purchase of a new server not to exceed \$80,000								
<b>Made by:</b>	*Jen Hodge				<b>Seconded by:</b>	*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-absent	Rob Kalinsky	x			
	Matt Goodman	x			Jacque Lee	x			
					Marcus Mianulli			x-absent	
<b>Decision:</b>	Passes								

## 9. Standing Committees

### A. Facility Planning Committee (FPC)

#### 1. Discuss Friends of Beacon (FOB) and hold elections of officers.

-FOB is up to date with all paperwork. The School Board needs to elect officers for FOB. There needs to be a president, secretary and a treasurer.

Melanie Spall, Ann Marie Roder, Heidi Sheard, Rob Kalinsky and Nick Meyer all are FOB board members.

<b>Motion:</b>	To approve the following officers on the Friends of Beacon board: Ann Marie Roder; President, Rob Kalinsky; Treasurer, Heidi Sheard; Secretary								
<b>Made by:</b>	*Melanie Spall				<b>Seconded by:</b>	*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-absent	Rob Kalinsky	x			
	Matt Goodman	x			Jacque Lee	x			
					Marcus Mianulli			x-absent	
<b>Decision:</b>	Passes								

#### 2. Discuss references and engagement agreement for Dougherty.

-References checked out and all feedback was positive. Engagement letter is included in the packet. Rate is going to be modified to 1.75% fee. We also need to find out who should sign the document.

<b>Motion:</b>	To approve signing the engagement letter with Dougherty as the bonding company for any potential expansion or building project for Beacon Academy.								
<b>Made by:</b>	*Heidi Sheard				<b>Seconded by:</b>	*Melanie Spall			
<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-absent	Rob Kalinsky	x			
	Matt Goodman	x			Jacque Lee	x			
					Marcus Mianulli			x-absent	
<b>Decision:</b>	Passes								

#### 3. Discuss engagement agreement for RJM

-The engagement letter is in the packet. There is a cost associated with RJM at a cap of \$10,000. The amount would be rolled into bonding. This is a liability we would be taking on. If we sign and they don't do anything we don't incur any costs. We can terminate the contract if we don't move forward with an expansion or building project.

<b>Motion:</b>	To approve signing the RJM engagement letter with the proper entity to execute								
<b>Made by:</b>	*Jacque Lee				<b>Seconded by:</b>	*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-absent	Rob Kalinsky	x			
	Matt Goodman	x			Jacque Lee	x			
					Marcus Mianulli			x-absent	
<b>Decision:</b>	Passes								

**4. Discuss expansion options, including:**

- a. Church of the Open Door:** expansion options here. Two proposals provided by the church.
- b. Corcoran:** actively pursuing this land. Met with the city and there are architectural drawings. The seller is willing to give us the same price as 2 years ago.
- c. Other:** Mighty Fortress Church in Brooklyn Park. Hope to visit next week.

- bonding company will be needed to make sure we can sustain any of these options.
- church is going to the city of Maple Grove with a PUD amendment proposal at this site.

**5. Discuss the need for legal counsel during the bonding process**

- CWN suggested we need someone who is familiar with bonding to represent us.

**B. Governance Committee**

**1. Ratify Board Election Results**

<b>Motion:</b>	To ratify the 2015 school board elections. Elected to the school board are Todd Alle and Brandon Huberty								
<b>Made by:</b>	*Kris Gapinski				<b>Seconded by:</b>	*Matt Goodman			
<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-absent	Rob Kalinsky	x			
	Matt Goodman	x			Jacque Lee	x			
					Marcus Mianulli			x-absent	
<b>Decision:</b>	Passes								

Kris Gapinski left the meeting at 7:59pm

**2. Discuss appointment of upcoming teacher board position**

- The board can decide to appoint or not
- Melanie suggested making the decision sooner than later
- Kris has been a board member and Meg has been a staff member longer.
- Meg is a hard worker and has been a pleasure to work with.

- Both would be good. Both have time. Having a special ed teacher would be good. Board is middle school heavy so having Kris would balance out the board.
- Special ed perspective would be interesting part of the conversation that hasn't been had.
- Board bio's were written very differently.
- Meg is going to bring a passion that any school leader is looking for in an educator.

<b>Motion:</b>	To appoint Meg Herlofsky to the two year term for Lindsay Johnson's seat on the school board It was a written vote and Meg won by majority							
<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				Kris Gapinski			x-absent
	Melanie Spall				Lindsay Johnson			
	Heidi Sheard				Jennifer Hodge			
	Kasey Lehman			x-absent	Rob Kalinsky			
	Matt Goodman				Jacque Lee			
					Marcus Mianulli			x-absent
<b>Decision:</b>	Passes							

**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. PTO policy to Governance
2. Review 2015-2016 budget
3. Follow up with Meg and Kris about appointment
4. Dougherty and RJM agreements executed
5. Reach out to legal counsel for bonding
6. Curriculum follow up with process for ordering
7. Benchmark Literacy check in with teachers to see how this year went

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

**Note: the annual end of year dinner will be at 5:30pm.**

**MOTION TO ADJOURN**

Motion to adjourn at 8:12 p.m. forwarded by, seconded by Jen Hodge. Approved unanimously.  
 Meeting adjourned at 8:12 p.m.

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

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