

**CALL TO ORDER**     David Goeske called the meeting to order to at 6:30p.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)	✓	
Heidi Sheard (Secretary)	✓	
Todd Alle	✓	
Matt Goodman		✓
Meg Herlofsky	✓	
Brandon Huberty	✓	
Jennifer Hodge	✓	
Rob Kalinsky	✓	
Keith Johnson(ex-officio)	✓	
Sean Koster(ex-officio)	✓	
Kris Achter (ex-officio)	✓	

**MISC. ATTENDEES:** DOUG THOMAS, JEANNE VANOSBREE, MARK VANOSBREE, SARAH LOGAN, MICHELLE MEYER, NICK MEYER, GERHARDT GLIEGE, JEN BOICH, CRAIG KEPLER, DEB RATHMAN, STEVEN NICKELL, PAUL DONOVAN, TED BECKMAN JACLYN MAY

**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>	*Melanie Spall			<b>Seconded by:</b>				*Jacque Lee
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Todd Alle	x		
	Melanie Spall	x			Meg Herlofsky	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Brandon Huberty	x			Rob Kalinsky	x		
	Matt Goodman			x-absent	Jacque Lee	x		
<b>Decision:</b>	Passes							

**5. School Spotlight-Drama Club**

- Some of our teachers have started a drama club. We have 26 students enrolled. There is going to be a performance on May 19<sup>th</sup> and 20<sup>th</sup>. A shortened performance will happen on Grandparent's Day. It will be a small rendition of Alice in Wonderland.

**6. Open Floor Comments from Attendees: none**

**7. Approval of Consent Agenda**

<b>Motion:</b>	To approve the consent agenda:							
<b>Made by:</b>	* Meg Herlofsky				<b>Seconded by:</b>	*Heidi Sheard		
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Todd Alle	x		
	Melanie Spall	x			Meg Herlofsky	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Brandon Huberty	x			Rob Kalinsky	x		
	Matt Goodman			x-absent	Jacque Lee	x		
<b>Decision:</b>	Passes							
	A. Approval of Minutes: 1. Regular Board Meeting –January 21, 2016 2. Special Board Meeting – February 8, 2016							
	B. Policy First Reading : 1. 413 Harassment and Violence (policy) 2. 413 Form (form)							
	C. Policy Second Reading/Approval: None							

**8. Board Reports**

**A. Treasurer’s Report –Jacque Lee**

**1. Review/Approval of Financial Report**

- Keith updated the income statement. There were very minor changes. The school was awarded The Minnesota Department of Education 2016 School Finance Award. We are recording things accurately and have good standing with the department.

-Enrollment was discussed.

-A high level run of the 2016-2017 school year budget was looked at. Right now we are \$50,000 in the red. This is very preliminary and can change.

<b>Motion:</b>	To approve the financial report							
<b>Made by:</b>	*Melanie Spall				<b>Seconded by:</b>	*Meg Herlofsky		
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Todd Alle	x		
	Melanie Spall	x			Meg Herlofsky	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Brandon Huberty	x			Rob Kalinsky	x		
	Matt Goodman			x-absent	Jacque Lee	x		
<b>Decision:</b>	Passes							

**B. Assistant Principal – no report due to absence**

**1. 4/5 grade Academic Proficiency Plan**

**c. Board Chair – David Goeske**

**1. Review/Approval of invoice from Church of the Open Door for Site Exploration**

- Discussion happened in November about helping the church with the cost of an expansion for Beacon Academy. It was never approved officially but the invoice has come in and we need to approve the expenditure. The invoice is for half of the church's expenses incurred when they looked into how additional space could be created for Beacon Academy at our current location.

<b>Motion:</b>	To approve the expenditure of \$4,050.07 for services of a site plan and proposed use of the building at Church of the Open Door							
<b>Made by:</b>	*David Goeske				<b>Seconded by:</b>	*Rob Kalinsky		
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Todd Alle	x		
	Melanie Spall	x			Meg Herlofsky	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Brandon Huberty	x			Rob Kalinsky	x		
	Matt Goodman			x-absent	Jacque Lee	x		
<b>Decision:</b>	Passes							

**D. Principal – Sean Koster**

**1. Enrollment Report**

-Kindergarten lottery happened. We have offered spots. Historically in 2013 we had 269 applicants. We have seen a decrease in our waiting list but enrollment has remained steady. Our decrease is due to other charter schools in the area who recently opened or expanded.

-In the past we were special due to being able to offer a free all day Kindergarten program. Due to the change in the state mandating all day kindergarten, this is no longer a distinction for Beacon. We have been at 405-420 enrolled consistently. We are at 412 currently.

-Increase in grade level expansion. The board increased 1<sup>st</sup> grade by 2 students per classroom last year. Will we stay with enrollment numbers of 24 in 1<sup>st</sup> grade for next year? The Enrollment coordinator would like to have a decision in the next two months as it's easier to offer spots and have families accept them earlier than later.

-Perhaps think about bumping up Kindergarten as well? Sean will talk to Kindergarten teachers and bring it to the board next month.

**2. Bussing Update and Recommendation on Resolution**

-The contract put forth was only for the remainder of this year. This company has been transporting our students on a handshake. Sean would like to make this formal. There will be a meeting in March about next year's contract. We are currently sharing busses with Columbia Heights.

<b>Motion:</b>	To approve the bus contract with Lorenz bus service for the remainder of the school year per the presented contract							
<b>Made by:</b>	*Jacque Lee				<b>Seconded by:</b>	*Jen Hodge		
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Todd Alle	x		
	Melanie Spall	x			Meg Herlofsky	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Brandon Huberty	x			Rob Kalinsky	x		
	Matt Goodman			x-absent	Jacque Lee	x		
<b>Decision:</b>	Passes							

**3. Academic Probation**  
**-Tabled**

**4. Marketing**

- There is a finalized copy of the brochure in the packet. We will be handing it out to market to the public at Maple Grove Days among other times. Sean thanked the committee for the time spent on putting the brochure together.
- We are looking for approval for a new website with Ascension Development Group. The price tag is \$13,460.00 with a monthly fee following the initial website design phase.
- David proposes paying 1/2 upfront and 1/2 upon completion.
- Questions that were raised at the last board meeting have been answered by the new company and have been satisfied by the board.

Motion:	To approve the contract for the proposed website development by ADG as presented for \$13,460.00							
Made by:	*Melanie Spall			Seconded by:			*Todd Alle	
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Todd Alle	x		
	Melanie Spall	x			Meg Herlofsky	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Brandon Huberty	x			Rob Kalinsky	x		
	Matt Goodman			x-absent	Jacque Lee	x		
Decision:	Passes							
	Upon further discussion the motion was amended to include the design and development for the website only and does include the monthly fee that will cover ongoing work with the Search Engine Optimization and social media work. We are declining the proposed Lunch Ordering System							
	*Melanie Spall			*Todd Alle				
	Passes							

-Maple Grove Business Expo at Maple Grove Days on Saturday, July 16<sup>th</sup> from 10am-4pm. This is an event we do every year. It falls right in the middle of most of our vacations. We would like board members to take a 2 hour shift and help market the school. This is an important event as we have a great opportunity to talk to a lot of people. It's a very well attended event.

**5. Extended Time Revenue Event**

- We are offering a summer math enrichment camp. The stipulation is that we have to offer it for free in order to receive the monies. We have 5 teachers teaching the camp. We will be offering it twice this summer.

**6. Hennepin County Recycling Grant**

- We had a student present to us on behalf of his Lego League team. The grant is a peripheral component of Lego League program. The project is to get schools to recycle more of their waste and to encourage composting. We are applying for a \$25,000 grant for the program that would start in the fall. We are involving the church in our discussions since they are the ones who will be dealing with the logistics of the program. Most of the change would be in the lunchroom but we would have different waste receptacles around the building.

**9. Standing Committees**

**E. Governance- Heidi Sheard**

**1. Review/First Reading of Beacon Academy PTO Donation Policy**

- The Governance committee would like the board to discuss one aspect of the policy. Should staff be asked to donate PTO to a pool at the beginning of the year or on an as needed basis?
- Sean would like there to be an equitable way of dispersing the days without showing favoritism. With a small community like ours, it would be evident who is out on extended leave and is requesting the days.
- Heidi mentioned that this is how the committee was leaning and that is why the policy reads that way currently.
- David concurred that the policy should stay the way it is.
- David mentioned that it should state in the policy that this is taxable income.
- Currently anyone can draw from the pool regardless of who donated to it. There was a concern about leaving it like this. The recommendation is to research what other programs look like before making a decision on this aspect. It will go back to Governance for further review.

**F. Employee Retention and Compensation Committee (ERCC)- Todd Alle**

**1. Discuss/Review proposed changes to tiered compensation structure for office employees**

- The committee is proposing changing the pay structure for the support staff.
- There would be 6 classes to the pay scale.
- The next item would be to increase to a 6 tier system.
- the next step is to have finance look at it and run numbers for the budget.
- It would be a large increase of approximately 30k in the first year and then it levels off after that. Some positions are currently underpaid.
- The model assumes everyone is moving up and we do not have turnover in the staff.

**G. Facility Planning Committee – Rob Kalinsky**

**1. Discuss electing new directors for Friends of Beacon (FOB)**

- Our lawyer has suggested we elect new directors. The FOB directors can't be board members of Beacon Academy. There will be a possible change of the by-laws and we will need to find a few new members.

**2. Discuss details of possible alternative expansion options**

- There are two other options besides the Corcoran site; Open Door and the Crystal facility that is new on the radar.
- The crystal site has been toured by a small group and there is another tour on Saturday.
- A question was raised about whether we can get more amenities in the Crystal site since a rough estimate of projected costs is \$1.1 million less than the new building in Corcoran.
- Some board members expressed their concerns about not having enough information about Crystal to make a good decision. David suggested spending some due diligence money on the site to make a good decision. Others were uncomfortable voting to spend money on this until everyone had seen the property.
- A decision was made to tour the building before voting on any due diligence money.

**3. Discuss updated budget and suggested savings options for proposed building in Corcoran**

- The value engineering document was reviewed. It is a menu of options for the building. Most options do not need to be decided on at this time.
- David suggested stopping the Corcoran project. He feels the board has done enough due diligence on the property and he feels we cannot afford it in the long term.
- The project is currently on budget but some difficult decisions remain.

- Board members expressed concerns about these tough decisions. There are many compromises that will need to be made in order to see this project to the end. Stopping the Corcoran project at this time would kill the project completely as there is no room in the schedule for delay. In the end, board members felt Corcoran was still a viable option and wanted to complete the due diligence while also exploring the Crystal option.

<b>Motion:</b>	To approve ceasing all operations on the Corcoran project							
<b>Made by:</b>	*David Goeske				<b>Seconded by:</b>	*Rob Kalinsky		
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Todd Alle	x		
	Melanie Spall		x		Meg Herlofsky		x	
	Heidi Sheard		x		Jennifer Hodge		x	
	Brandon Huberty		x		Rob Kalinsky		x	
	Matt Goodman			x-absent	Jacque Lee		x	
<b>Decision:</b>	Does not pass							

#### 4. Approve the exterior and elevation drawings for proposed building in Corcoran

<b>Motion:</b>	To approve the exterior and elevation drawings for proposed building in Corcoran as presented							
<b>Made by:</b>	*Rob Kalinsky				<b>Seconded by:</b>	*Jacque Lee		
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Todd Alle	x		
	Melanie Spall	x			Meg Herlofsky	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Brandon Huberty	x			Rob Kalinsky	x		
	Matt Goodman			x-absent	Jacque Lee	x		
<b>Decision:</b>	Passes							

#### 5. Approve the land purchase agreement for the proposed Corcoran location

<b>Motion:</b>	To approve the land purchase agreement for the proposed Corcoran location							
<b>Made by:</b>	*Rob Kalinsky				<b>Seconded by:</b>	*Melanie Spall		
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Todd Alle	x		
	Melanie Spall	x			Meg Herlofsky	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Brandon Huberty	x			Rob Kalinsky	x		
	Matt Goodman			x-absent	Jacque Lee	x		
<b>Decision:</b>	Passes							

#### 6. Approve the Rivera contract for architecture service for the proposed building in Corcoran

<b>Motion:</b>	To approve the land contract with Rivera Architects for architectural services for the proposed building in Corcoran							
<b>Made by:</b>	*Rob Kalinsky				<b>Seconded by:</b>	*Brandon Huberty		
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	David Goeske	x			Todd Alle	x		
	Melanie Spall	x			Meg Herlofsky	x		
	Heidi Sheard	x			Jennifer Hodge	x		
	Brandon Huberty	x			Rob Kalinsky	x		
	Matt Goodman			x-absent	Jacque Lee	x		
<b>Decision:</b>	Passes							

**7. Discuss holding a town hall meeting with the Beacon community to provide details about expansion-tabled**

**Notice of two meetings:**

Saturday at 10am Cornerstone Church – 3420 Nevada Ave N, Crystal, MN

Saturday at 11am Cornerstone Church – 3420 Nevada Ave N, Crystal, MN

***Beacon Academy School Board Goals the 2015-2016 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-**

**NEXT MEETING IS March 17, 2016 @ 6:30 p.m.**

**MOTION TO ADJOURN**

Motion to adjourn at 9:59p.m. forwarded by Meg Herlofsky, seconded by Jacque Lee. Approved unanimously.  
Meeting adjourned at 9:59p.m.

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

\_\_\_\_\_  
**Heidi Sheard, Secretary**  
**Beacon Academy School Board**