

Beacon Academy Charter District 4124
 Regular Board Meeting Minutes, June 18, 2020 6:30 p.m.
 3415 Louisiana Ave N, Crystal, MN 55427
 Meeting by Zoom
Beacon Academy is authorized by Innovative Quality Schools
P.O Box 580, Hutchinson, MN 55350

CALL TO ORDER Wendy Terry called the meeting to order to at 6:35p.m.

1.ROLL CALL present at time of meeting unless otherwise noted	Present	Absent
Board Member		
Wendy Terry (President)	✓	
Kris Gapinski (Vice President)	✓	
Aaron Price (Treasurer)	✓	
Paige Roth (Secretary)	✓	
Elizabeth Brobeck	✓	
Heather Greibrok	✓	
Cameron Ward		✓
Dennis Dane	✓	
Joe Sears		✓
Sean Koster(ex-officio)	✓	
Mike Reeder (ex-officio)	✓	
Mike Pocrnich (ex-officio)	✓	

MISC. ATTENDEES: DIANA JAIMES

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

Motion:	To approve the agenda to reflect the addition that the board will need to approve the FY21 budget:							
Made by:	*Kris Gapinski				Seconded by:	*Aaron Price		
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Paige Roth	x		
	Wendy Terry	x			Elizabeth Brobeck	x		
	Dennis Dane	x			Heather Greibrok	x		
	Cameron Ward			x-absent	Joe Sears			x-absent
	Kris Gapinski	x						
Decision:	Passes							

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5. Public Comment: Wendy read a statement. It will also be emailed to the community.

6. Declaration of Conflict of Interest –

7. Approval of Consent Agenda

Motion:	To approve the consent agenda: with the removal of the regular school board minutes from May for edits/clarification							
Made by:	* Paige Roth				Seconded by:	*Aaron Price		
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Paige Roth	x		
	Wendy Terry	x			Elizabeth Brobeck	x		
	Dennis Dane	x			Heather Greibrok	x		
	Cameron Ward			x-absent	Joe Sears			x-absent
	Kris Gapinski	x						
Decision:	Passes							
	A. Approval of Minutes: Special Board Meeting – May 21, 2020 B. Policy, First Reading 1. 625 Tele-Related Services C. Policy, Second Reading 1. 208 Development, Adoption, and Implementation of Policies 2. 430 Paid Time Off Policy D. Staffing Update E. Q-Comp Annual Report F. Indigo Behavior Consultant for Setting III G. Lease Aid Application H. CLA Engagement Letter for Audit I. CLA Engagement Letter for Tax Filing							

Motion:	To approve the May 21, 2020 board minutes with changes/clarifications:							
Made by:	*Aaron Price				Seconded by:	*Heather Greibrok		
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Paige Roth	x		
	Wendy Terry	x			Elizabeth Brobeck	x		
	Dennis Dane	x			Heather Greibrok	x		
	Cameron Ward			x-absent	Joe Sears			x-absent
	Kris Gapinski	x						
Decision:	Passes							

8. Board Reports

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A. Finance Committee – Mike Pocrnich

1. Review/Approve May 2020 Financial Report

- May financials were discussed as well as the FY21 budget that will be approved
- We currently have 970k cash on hand. We will finish the fiscal year with 837k
- State aid receivable has jumped due to increased special ed funding and our expenditures going down due to distance learning. The state is always behind on reimbursing special ed and we expect to collect that.
- Salary and Benefits are at \$844k with accounts payable at \$69k.
- We have a \$1.3 million fund balance.
- We are at 92% at fiscal year complete and expenditures are also at 92%. We are not anticipating any surprises.
- Our total liquid assets give us \$2.3 million.
- Days cash on hand is 34.
- debt service coverage ratio is at 1.35
- The proposed revised budget for fiscal 20 is in the packet. We grew our projected budget by 90k. This maintains a 16% fund balance because our expenses grew a little.

Motion:	To approve the finance report:							
Made by:	*Dennis Dane				Seconded by:	*Aaron Price		
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Paige Roth	x		
	Wendy Terry	x			Elizabeth Brobeck	x		
	Dennis Dane	x			Heather Greibrok	x		
	Cameron Ward			x-absent	Joe Sears			x-absent
	Kris Gapinski	x						
Decision:	Passes							

2. FY 21 Budget Report

- There are a few tweaks from last month
- 680 ADM/707 PPU
- Schools are receiving allocations from the CARES act specifically in technology which is 80k. About 16k has been allocated to hardware in tech and then 16k has been allocated to curriculum.
- We are looking at about \$10 million in revenues
- Our total expenditures at \$9.5 million and a surplus of \$257k
- We reduced Professional Development and Field Trips and added in salary and benefits for curriculum writing.
- We'll be at a fund balance percentage of 16%
- The debt service coverage ratio is 1.30 with Days Cash on Hand at 35.
- There are uncertainties in what kind of increases we'll see as the years progress depending on how schools operate. If we see minimal increases then we'll have to make some changes to the budget.

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- Wendy asked how field trips and professional development will affect students and staff. Sean stated that we will not be sending staff across country for PD so that saves money there. There are online webinars that are giving CEU's to staff so that cuts down that line item. We will also not be bringing in speakers that tend to cost money. Field trips are not happening given the mandate from MDE and MDH so that line item might be zeroed out.

Motion:	To approve the FY 21 Budget:								
Made by:	*Aaron Price				Seconded by:	*Dennis Dane			
Discussion:									
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain	
	Aaron Price	x			Paige Roth	x			
	Wendy Terry	x			Elizabeth Brobeck	x			
	Dennis Dane	x			Heather Greibrok	x			
	Cameron Ward			x-absent	Joe Sears			x-absent	
	Kris Gapinski	x							
Decision:	Passes								

B. Executive Director, Sean Koster

1. Enrollment Report

- Enrollment for next year is at 693 projected based on accepted enrollments. 685 may walk through the door due to transient population
- August has been a time when a lot of decisions are made for school.
- Areas that we are continuing to find enrollment in Robbinsdale, Crystal and New Hope. These are the city's most of our students come from.

2. Review/Approve Board Member Working Agreement for 20-21

- For Elizabeth Brobeck

Motion:	To approve the working agreement for Elizabeth Brobeck for the 2020-2021 school year:								
Made by:	*Kris Gapinski				Seconded by:	*Paige Roth			
Discussion:									
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain	
	Aaron Price	x			Paige Roth	x			
	Wendy Terry	x			Elizabeth Brobeck			x- due to conflict	
	Dennis Dane	x			Heather Greibrok	x			
	Cameron Ward	x			Joe Sears			x-absent	
	Kris Gapinski	x							
Decision:	Passes								

3. Fall Planning Community Update

a. MDE Guidance by End of June

- MDE guidance came out this morning. There are 3 tiers we are planning for. MDE is going to be asking to maybe switch on a dime between all 3 tiers. School districts may be in different tiers based on what the pandemic is doing in their counties. Sean thinks

Hennepin County will look different for it being the epicenter of the pandemic. There are going to be requirements and recommendations and they are very clear.

b. MDE Direction by Week of July 27

- We will be working to make sure that whatever is decided, we will make it work for all our families.

c. Working with Transportation Company

- For a hybrid approach will only be able to have 50% of students on the bus.

d. West Metro Fire Department

- We are working with them to make sure any products we purchase is approved.

e. COVID Leadership Team this Summer

- We are meeting throughout the summer and Mike and Sean are having extra planning meetings.

- Wendy commented that our July board meeting is before the decision comes back from MDE. We may have to have a special board meeting to make decisions or to move monies around. Sean suggested earmarking a date for the meeting might be wise. We are going to be holding July 30th for a possible meeting in case we need it.

C. Curriculum Committee, Kristin Gapinski

- The June meeting took place via Zoom. All the topics and lessons for the health curriculum were covered. Everyone on the committee was comfortable with what was being proposed. The next step is to plan a curriculum night in August but they are holding off on a date to see what is going to happen with school.

-Wendy suggested planning two nights to help with families schedules.

- The next subject on the review cycle is music.

D. Fund Development Task Force, Wendy Terry

- .There is going to be a relaunch but nothing is in the works currently.

E.Governance Committee, Ann Marie Roder

- The committee reviewed the By-Laws. Once all the edits are made the committee will be asking Sean to send it to our lawyer for review and then the board will see them in July.

- The committee will not meet in July. Regular monthly meetings will start in August.

F. Employee Retention and Compensation Committee, Paige Roth

-We haven't met since the June board meeting and we don't meet in the summer. Unless there's a request for us to meet we won't meet this summer. There will be a turnover of members come fall.

G. Executive Committee

1. Executive Director Goals Review Report

-The goals that were put in the packet are what Sean was reviewed on.

-Sean's survey feedback went up and Sean will continue to bolster morale in the building etc.

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-The executive committee is recommending a contract to be extended to Sean and the July agenda will reflect that.

-The July regular board meeting is scheduled for July 23rd and the August board meeting is the 20th. There is a board retreat scheduled for August 27th. We will determine whether these will be in person or Zoom.

-the July meeting is the annual reorganization meeting. Familiarize yourself with the officer seats and we will nominate and vote on those positions in July.

Board Workshop- None

Old Business- None

Action Items-

NEXT MEETING IS July 23, 2020

MOTION TO ADJOURN

Motion to adjourn at 7:52 pm forwarded by Kris Gapinski seconded by Heather Greibrok. Approved unanimously.

Meeting adjourned at 7:52 pm.

Approved on _____

Paige Roth, Secretary

Beacon Academy School Board