

Beacon Academy Charter District 4124
 Regular Board Meeting Minutes, November 19, 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 6:34p.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 Davis	✓	
Cameron Ward		✓
Dennis Dane	✓	
Joe Sears	✓	
Sean Koster(ex-officio)	✓	
Mike Reeder (ex-officio)	✓	
Mike Pocrnich (ex-officio)	✓	

MISC. ATTENDEES: PAUL JUDD,

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: with the addition of the renaming Revised Prosed Budget and approval							
Made by:	*Kris Gapinski			Seconded by:	*Elizabeth Brobeck			
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price			x-absent	Paige Roth	x		
	Wendy Terry	x			Elizabeth Brobeck	x		
	Dennis Dane	x			Heather Davis	x		
	Cameron Ward			x-absent	Joe Sears	x		
	Kris Gapinski	x						
Decision:	Passes							

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5. Public Comment - none

6. Declaration of Conflict of Interest: *Board members read the agenda and disclose if they have any real or perceived conflict of interest with any agenda items.*

7. Approval of Consent Agenda:

Motion:	To approve the consent agenda:							
Made by:	* Dennis Dane			Seconded by:				*Paige Roth
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price			x-absent	Paige Roth	x		
	Wendy Terry	x			Elizabeth Brobeck	x		
	Dennis Dane	x			Heather Davis	x		
	Cameron Ward			x-absent	Joe Sears	x		
	Kris Gapinski	x						
Decision:	Passes							
<p>A. Approval of Minutes: Regular Board Meeting – October 22, 2020</p> <p>B. Policy, First Reading</p> <ol style="list-style-type: none"> 1. 103 Complaints – Students, Employees, Parents, Other Persons 2. 402 Disability Non-Discrimination 3. 403 Discipline, Suspension, and Dismissal of Beacon Academy Employees 4. 433 Paid Parental Leave <p>C. Policy, Second Reading</p> <ol style="list-style-type: none"> 1. 410 Family and Medical Leave Act 2. 432 Prohibition Against Unfair Discriminatory Practices in Employment and Grievance Procedures 3. 432 Beacon Academy Human Rights Violation Complaints Form <p>D. Staffing Update</p>								

8. Board Reports

A. Finance Committee, Mike Pocrnich

1. Review/Approve October 2020 Financial Report

- Working budget differs slightly from the next one we'll be looking at. We have a shortfall of \$260k
- We are 33% through the fiscal year. Our fund balance is just over 2 million. Our YTD surplus is \$633k.
- For days cash on hand we are at 25
- Balance sheet is very healthy and solid
- We have included the bank register for review

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

2. Revised Proposed Budget

- We are forecasting the revised budget on 550 ADM. We are currently trending at 560. The declining enrollment revenue has provided us a cushion to help soften the blow of declining enrollment. We have received \$184k which has helped but hasn't closed the gap.
- Expenses have all been updated as well. One area that has seen a significant decrease is the transportation budget due to no student transportation. Field Trips has been brought down to zero. Building supplies has increased a little due to all the sanitization, ppe, etc. Substitute teacher services has dropped due to not many teachers taking PTO. Technology and Equipment has increased due to the increased technology needs. SpEd has not changed much. With all of that we have \$9 million budget with a \$253k deficit and a fund balance of 14%.

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

3. Finance Training- Gen. Ed Funding Formula and Fund Balance

- There was a training on these two items. The complete presentation can be viewed in the board documents.

B. Executive Director, Sean Koster

1. Enrollment Report

- Last week's report is at 554. We gain and lose students from the same areas around US.
- Sean is culling through the withdrawn students' folder and is looking to invite those families back to the school through an info session.

2. Staffing Update

- We are not certain how much we'll use for substitute costs. We are bringing back a long-term sub that we've previously had.

3. Investor Call on October 30th

- We were very clear that our drop in enrollment affects our bottom line. They were also made aware that we did not do the MCA's or NWEA's. But we are doing assessments through student support services. Our free and reduced number is down and we are currently getting paid off last years numbers so next year we'll see a difference.
- Sean gave a lot of credit to our enrollment team and how they are working to make sure our enrollment is accurate. Adding another person to our office team has really made a difference. We had 107 students withdraw over the summer.
- We will be modeling a long-range budget in late spring.

4. Free and Reduced Lunch Update

- We recently sent out letters to our families with the application and we've seen a 13% return. We are happy to see those numbers climbing up steadily.

5. Distance Learning Update

- Sean discussed Executive Orders and how we decipher them. Tier 1 guidance for childcare was discussed and how it works at Beacon.
- Access to mental health was also discussed. We have a Beacon Outreach Team that will be planning lessons for the students so that teachers don't have to take this on.
- There was a section on bringing students into the building that need special ed support. Luckily, we are already doing that, and we don't necessarily need to make any changes.
- Discouraging referring students for truancy. We have a SCAN team that tracks these students and we have a good handle on the students so that we don't have any students falling through the cracks.
- Face masks continuing to be discussed and how to deal with students that refuse to wear one.
- 30 minutes of instructional time must be used for teacher prep-time. We did a deep dive into our numbers and we are confident that we are already doing this.
- Special Ed transportation was talked about and discussions are happening in finance. This particularly helps special ed transportation companies not to go under.

C. Technology Committee, Mike Reeder

1. Technology Update

- Tech hardware update: computers loaned out to families 309 to date. We had 154 devices on hand in spring and we've been able to add 200 to that number that has really helped us with getting devices to families with multiple students. Hotspots were needed by 20 families originally, but we now have around 44 out to families. Our staff has had a big need for additional monitors at home. We were able to purchase and deliver 26 for teaching staff. Webcams were requested earlier in the year by teachers. This will give them better mobility, so they are not handcuffed to being right in front of their laptops.
- Mike gave a thanks to the technology group for deploying and maintaining the technology that we have out to families and staff.

- The budget; \$184k thanks to COVID funds. Student laptops were the biggest expenditure at \$99k. Overall expenses due to are at \$110,975

D. Curriculum Committee

- Continuing to look at music programs. We are still looking at different resources for Distance Learning. Benchmark literacy items are being purchased. There's also a purchase of science Distance Learning materials.

E. Fund Development Task Force

- Some turnover in the members. There is going to be some ideas coming to the board soon.

F. Governance Committee

- The committee presented the second draft of the maternity leave policy. Our next meeting is November 30th and we don't meet in December. When we reconvene, we will continue to work on the policy review cycle.
- If you haven't already, take a look at the school board policy page on the website.

G. Employee Retention and Compensation Committee

- Still in the research phase of the process. There will be an additional meeting this month to cull through some of the positions and get some clarity.

H. Executive Committee, Wendy Terry

1. Executive Director Goals 2020-2021

- The overall goals for the Executive Director were announced.

Adjournment

Board Retreat- None

Old Business- None

Action Items- None

NEXT MEETING IS December 17, 2020

MOTION TO ADJOURN

Motion to adjourn at 8:18 pm forwarded by Kris Gapinski seconded by Dennis Dane. Approved unanimously.
Meeting adjourned at 8:18 pm.

Approved on _____

Paige Roth, Secretary
Beacon Academy School Board