

Beacon Academy Charter District 4124
 Regular Board Meeting Minutes, December 17, 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: LUKE GILDEMEISTER, GLORY KIBBEL.
 THOMAS KEARNEY

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:							
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 Davis	x		
	Cameron Ward	x			Joe Sears			x-absent
	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 with the removal of policy 544 for discussion during the meeting.							
Made by:	* Kris Gapinski				Seconded by:	*Heather Davis		
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 Davis	x		
	Cameron Ward	x			Joe Sears			x-absent
	Kris Gapinski	x						
Decision:	Passes							
<p>A. Approval of Minutes: Regular Board Meeting – November 19, 2020</p> <p>B. Policy, First Reading</p> <ol style="list-style-type: none"> 1. 534 Enrollment Policy 2. 533 Wellness Policy 3. 544 Student Retention and Promotion Policy <p>C. Policy, Second 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>D. Staffing Update</p>								

Policy 544 Student Retention and Promotion was pulled from the consent agenda for discussion. Mr. Reeder explained that the policy was created to solidify a process that we were already doing in regard to student retention. He also explained that there had already been a question from a parent about retaining their student. The important element to the policy is the process for communication among all the parties involved and laying out clear expectations. Wendy thanked Mike for the explanation and since there were no further questions from board members a motion to approve the policy for the first reading was put forth.

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Motion:	To approve the first reading of policy 544 Student Retention and Promotion:							
Made by:	*Kris Gapinski				Seconded by:	*Elizabeth Brobeck		
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 Davis	x		
	Cameron Ward	x			Joe Sears			x-absent
	Kris Gapinski	x						
Decision:	Passes							

8. Board Reports

A. Marketing Committee, Sean Koster, Ann Marie Roder

- There was a presentation by Luke Gildemeister, account manager at Star Tribune.
- Star Tribune provides us with website hosting, social media management, SEO management and Organic SEO.
- Luke gave an overview of each service they provide to Beacon Academy.
- Ann Marie followed up by explaining the other initiatives the committee has at this time; a post card mailing to prospective families in January and an ad in Plymouth Magazine. All marketing efforts right now are to target families to attend the Prospective Family Info Session on January 23rd.

B. Finance Committee, Mike Pocrnich

1. Review/Approve November 2020 Financial Report

- The working budget is based on 550 ADM for November
- There is a current projected FY21 operating deficit of \$260k
- The highlights from the balance sheet are 1.7 million in cash. State receivables at \$402k. Our liabilities including salaries, benefits and accounts payable are \$150k plus.
- Revenues are at \$3.6 million and expenses are at \$2.9 million.
- YTD surplus is \$511k.
- Our cash outlook as of June 30th is \$609k with 24 days cash on hand.

Motion:	To approve the finance report as presented:							
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 Davis	x		
	Cameron Ward	x			Joe Sears			x-absent
	Kris Gapinski	x						
Decision:	Passes							

2. Finance Training – Debt Service Covenant Review

- This training explains the debt covenant calculations of the school's bonded debt.
- The training covered the debt compliance reporting requirements, Days Cash on Hand calculation details and Debt Service Coverage Ratio Covenant Calculation.
- Training materials are included in the board packet for review.

C. Executive Director, Sean Koster

1. Enrollment Report

- Enrollment has held steady. We are at 550 today. Withdrawn students will be getting a communication about the info session coming up.

2. Distance Learning Update

- FFCRA hours are being tracked (Corona Virus Relief hours) they are relief hours for family members that had to take PTO due to quarantine.
- Robbinsdale district changed their school hours for next year. We are looking at how that affects us and our families that have students in both districts.
- The state is moving ahead with testing. One of the tests we are starting with is EL or ACCESS testing. Myla Johnson will be organizing this, and we are looking at January – March for completing this.
- Yesterday's Governors announcement was that after January 18th schools can allow K-5 students back in the building in a phased approach. Students would mask but not have to social distance. All staff teaching in-person would wear a face mask and face shield and stay 6ft away from students. Staff would attend a training on how to administer COVID tests to staff on site. Staff could opt into every two-week testing.
- The two layers to this are student learning and responsible fiscal management.
- There are districts around us that are already making decisions. Our enrollment dropped 140 students since June. Five districts around us have already told their communities that they are bringing elementary students back into the building.
- Surveys are going out to families and staff over break. A community letter is going out tomorrow. We will be collecting data and making a decision sometime after we get back from winter break.
- Our transportation company is willing to work with us and could probably roll after the 2nd semester. We would roll all 9 buses.
- We may have a special meeting in January prior to a decision.

D. Curriculum Committee

- Music programs are being looked at and science and social studies.

E. Fund Development Task Force

- Research is being done for additional funding. The committee is being expanded. Please let Wendy know if you know anyone who would like to join.

F. Governance Committee

- We are on recess in December so nothing to report at this time.

G. Employee Retention and Compensation Committee

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- There is going to be a first review of non-licensed staff in early January. Finance will look at the first draft.

H. Executive Committee, Wendy Terry

- There was a meeting in December. We are discussing spring testing. Also, as a reminder to all since we have been doing Zoom meetings for some time. Please be aware of the space around you while on Zoom meetings, including interactions with others in your room, etc.

9. Adjournment

Board Retreat- None

Old Business- None

Action Items- None

NEXT MEETING IS January 21, 2021

MOTION TO ADJOURN

Motion to adjourn at 8:34 pm forwarded by Kris Gapinski seconded by Aaron Price. Approved unanimously.

Meeting adjourned at 8:34 pm.

Approved on _____

Paige Roth, Secretary
Beacon Academy School Board