

Beacon Academy Charter District 4124
 Regular Board Meeting Minutes, January 21, 2021 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 6:33p.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: ELIZABETH JAEN

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:	*Aaron Price				Seconded by:	*Kris Gapinski		
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		
	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: *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		
	Kris Gapinski	x						
Decision: Passes								
A. Approval of Minutes: Regular Board Meeting – December 17, 2020 Special Board Meeting – December 22, 2020 B. Policy, First Reading - none C. Policy, Second Reading 1. 544 Student Retention and Promotion 2. 534 Enrollment 3. Wellness D. Staffing Update								

8. Board Reports

A. Finance Committee, Mike Pocrnich

1. Review/Approve December 2020 Financial Report

- We are 50% through the fiscal year
- Cash is 1.7 million. Our financials look healthy right now.
- We have a surplus of \$275,000
- Days Cash on Hand is 79 days (29) with just cash
- \$250,000 in stimulus monies that still needs to be used

Motion: To approve the finance report as presented:								
Made by: *Aaron Price				Seconded by: *Joe Sears				
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain

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Aaron Price	x	Paige Roth	x		
Wendy Terry	x	Elizabeth Brobeck	x		
Dennis Dane	x	Heather Davis	x		
Cameron Ward	x	Joe Sears	x		
Kris Gapinski	x				
Decision: Passes					

2. Finance Training – Lease Aid and ADM

ADM: Average Daily Membership meaning the membership of our students that is averaged through the year. Students enrolled the whole year = 1 ADM, half the year = .5 ADM. This is the primary driver of state revenues except for sped revenue. Not every student generates the same revenue; K-6 is 1 ADM and 7-12 is 1.2 ADM.

Lease Aid: we must apply for this every year. The funds can only pay for facilities lease.

3. Paycheck Protection Program (PPP) Loan

- We are eligible to apply for this loan and Mike is suggesting we apply for this. The loan amount would be approx. \$650k. The risk in the loan is the forgiveness portion. If we apply for forgiveness, we risk not being 100% forgiven. The risk is minimal as other schools who have applied have had their loans forgiven. The impacts to the fiscal 2021 budget; booked as revenue. It hits our bottom line. We would have a dramatic turn in forecasting a surplus instead of a deficit.

Motion:	To approve going forward with the PPP Loan:							
Made by:	*Aaron Price			Seconded by:	*Cameron Ward			
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-		
	Kris Gapinski	x						
Decision: Passes								

B. Executive Director Report, Sean Koster

1. Enrollment Report

- An updated report was given to Sean today. We have 8 students coming in between now and February 2nd. We have 59 total on the waiting list; 29 for kindergarten. We want to fill up the waiting list. We need 100 more students to come next year. Next month may be closer to 560 enrolled.

2. Professional Development Update

- Our PD team has focused on Zoom, Google Classroom and other special training for distance learning. We also have equity training which is very important in our current climate. We have cleared our PD schedule for January 25th to get ready for students

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arriving in person on January 28th. The only technical training happening is on Nearpod. We will go back to a regular PD day training in February.

-There will be cuts being suggested for future PD days at 50%.

3. Review/Approve Proposed Cuts to the Budget

-Transportation \$110k

-Professional Development \$120k

-Field Trips \$100k

-Staffing Cuts/Delays: expansion of staffing in 5th grade at \$50k, FTE \$100k, specialist teacher \$50k, .5 para \$12k total of \$542k either cut or delayed.

Motion:	To approve the budget cuts/delays 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		
	Kris Gapinski	x						
Decision:	Passes							

4. Review/Approve Request to Continue FFCRA Hours

-Families First Corona Virus Response Act expired in December. Sean is asking for an extension. Our lawyer suggested having the board approve this through the rest of the year as a school. We've been using the extra hours, so 10 more PTO days. We have had 16 staff dip into that. Extending through the rest of the year would allow staff to quarantine and not use up all their PTO.

-The school will be paying the cost for this now, but Sean doesn't think it will be more than \$20k but it's really an unknown number. Even when a teacher goes into quarantine, they most likely will be able to work from home as the class would also quarantine and go to distance learning.

Motion:	To approve the continuation of the FFCRA Hours:							
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		
	Kris Gapinski	x						
Decision:	Passes							

5. In-Person Learning Update

-K-2 surveys closed and a class list went to teachers. 20-22 students in person per classroom. 5-7 students on each of 7 buses. We will try to leverage the ESSER funds

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for transportation. We are looking into how to spend the rest of the ESSER funds as students come back. We received an additional 8 students in 3-5 that will be starting. If families want to opt into in person learning after the 28th they will have to wait until quarter 4.

-Grades 3-5 planning days are Feb 8-10 and students start on the 11th. A survey went out to families yesterday and we are now calculating who is coming in the building. We are looking at a 20-22 student classroom as being doable.

6. Review/Approve Master Calendar 2020-2021 Revisions

-With the addition of grades 3-5 in the building we had to move conferences from February to March.

Motion:	To approve moving conferences from February to March with day conferences for K-8:								
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			
	Kris Gapinski	x							
Decision:	Passes								

Wendy mentioned that with that change the February board meeting can move back to Thursday. Sean mentioned that Mr. Pocrnich might appreciate that since he has other board meetings on Tuesday nights. Wendy will check with Mike and see if he would like the change. Otherwise the Tuesday date will stand.

C. Curriculum Committee

-No update as the January meeting was cancelled. Next meeting is Feb 1st.

D. Fund Development Task Force

- No report as the last meeting was during the special board meeting in December.

E. Governance Committee

-No report as the committee was in recess due to the holiday. We meet again on Monday.

F. Employee Retention & Compensation Committee

-This is the first look of the proposed support staff schedule. The research phase consisted of looking at other districts around us. Our current schedule was compared to within 80-90% of the averages. We found may positions were already above 80%. New schedules were determined using the following parameters:

Positions at or above 100% of averages: 2% COL increase

Positions at or above 90% of averages: 5% COL increase

Positions below 90% adjusted salary schedules to 90% of the averages

Total salary increases and affects to the budget:

FY22 \$61,941.24

FY23 \$12,625.16

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FY24 \$12,059.96

FY25 \$15,282.62

There was a question about being able to afford this among all the budget cuts and delays that were just talked about. This was figured into the budget already along with the cuts and delays.

G. Executive Committee

- No update but Sean was able to contact Mike and we will move the board meeting in February from the 16th to the 18th. We will also move the finance committee meeting. Ann Marie will update the website and Tandem calendar.

9. Adjournment

Board Retreat- None

Old Business- None

Action Items- None

NEXT MEETING IS February 18, 2021

MOTION TO ADJOURN

Motion to adjourn at 7:53 pm forwarded by Kris Gapinski seconded by Cameron Ward. Approved unanimously.

Meeting adjourned at 7:53 pm.

Approved on _____

Paige Roth, Secretary
Beacon Academy School Board