

**Beacon Academy Charter District 4124**  
 Regular Board Meeting Minutes, May 20, 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 6:35p.m.

<b>1.ROLL CALL</b> present at time of meeting unless otherwise noted	<b>Present</b>	<b>Absent</b>
<b>Board Member</b>		
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: THOMAS KEARNEY, MARIE GEISLINGER, ELIZABETH WARPINSKI, JOANNA PEDERSON, MATHEU WEIDENBACH,**

**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>	*Kris Gapinski				<b>Seconded by:</b>	*Aaron Price		
<b>Discussion:</b>								
<b>Vote:</b>	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-absent
	Cameron Ward	x			Joe Sears			X (absent)
	Kris Gapinski	x						
<b>Decision:</b>	Passes							

**Beacon Academy Charter District 4124**  
 Regular Board Meeting Minutes, May 20, 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*

---

**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.*

Dennis Dane has a conflict with the Early Childhood special ed contract.

**7. Approval of Consent Agenda:**

<b>Motion:</b>	To approve the consent agenda with the exception of Policy 210.1 Conflict of Interest Charter School Board Members, the early childhood sped contract, Personnel for 2021-2022:							
<b>Made by:</b>	* Kris Gapinski			<b>Seconded by:</b>	*Aaron Price			
<b>Discussion:</b>								
<b>Vote:</b>	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-absent
	Cameron Ward	x			Joe Sears			x (absent)
	Kris Gapinski	x						
<b>Decision:</b>	Passes							
<ul style="list-style-type: none"> <li>A. Approval of Minutes: Regular Board Meeting – April 29, 2021</li> <li>B. Policy, Second Review               <ul style="list-style-type: none"> <li>1. 102 Equal Education Opportunity</li> <li>2. 104 School District Mission Statement</li> <li>3. 105 Records Retention and Destruction</li> <li>4. 544 Student Retention and Promotion</li> </ul> </li> <li>C. Policy, First Review               <ul style="list-style-type: none"> <li>1. 203 Operation of the School Board Governing Rules</li> <li>2. 203-1 School Board Procedures Rules of Order</li> <li>3. 206 Public Participation in School Board Meetings</li> <li>4. 210-1 Conflict of Interest – Charter School Board Members</li> <li>5. 707 Transportation of Public-School Students</li> </ul> </li> <li>D. MACS Renewal</li> <li>E. Done Right Food Contract</li> <li>F. Early Childhood Sped Contract</li> <li>G. Personnel 2020-2021</li> <li>H. Personnel 2021-2022</li> </ul>								

**Beacon Academy Charter District 4124**

Regular Board Meeting Minutes, May 20, 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*

Policy 210.1 was pulled off the consent agenda for clarification. On page 2 section 3 letter B, numbers 4 and 5 were switched around. They need to be put in the right order. What is currently number 4 is not part of the list itself. It needs to be included in the list. Motion to approve the first reading of the policy with the noted changes.

<b>Motion:</b>	To approve policy 210.1 with the noted changes:								
<b>Made by:</b>	*Aaron Price				<b>Seconded by:</b>	*Elizabeth Brobeck			
<b>Discussion:</b>									
<b>Vote:</b>	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-absent	
	Cameron Ward	x			Joe Sears			X (absent)	
	Kris Gapinski	x							
<b>Decision:</b>	Passes								

The Early Childhood sped contract was pulled off the consent agenda for further clarification. On the final page of the contract the name of the school above Sean's signature is not correct. It says Achieve Language Academy and should say Beacon Academy. The contract can be approved as long as that gets corrected in the final copy.

<b>Motion:</b>	To approve the contract with Twin Cities Education Consultants with the change in the school's name to Beacon Academy prior to Sean's signature:								
<b>Made by:</b>	*Aaron Price				<b>Seconded by:</b>	*Kris Gapinski			
<b>Discussion:</b>									
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain	
	Aaron Price	x			Paige Roth	x			
	Wendy Terry	x			Elizabeth Brobeck	x			
	Dennis Dane			x-conflict	Heather Davis			x-absent	
	Cameron Ward	x			Joe Sears			X (absent)	
	Kris Gapinski	x							
<b>Decision:</b>	Passes								

Elizabeth Warpinski's working agreement was pulled from the consent agenda because her title is listed as Middle School Spanish Teacher and it should say Middle School English Teacher.

<b>Motion:</b>	To approve the working agreement for Elizabeth Warpinski with the change to her title at Middle School English Teacher:								
<b>Made by:</b>	*Paige Roth				<b>Seconded by:</b>	*Aaron Price			
<b>Discussion:</b>									
<b>Vote:</b>	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-absent	
	Cameron Ward	x			Joe Sears			X (absent)	
	Kris Gapinski	x							
<b>Decision:</b>	Passes								

**8. Board Reports**

**A. Finance Committee, Mike Pocrnich**

**1. Review/Approve April 2021 Financial Report**

- We will be rounding up the PPP Loan forgiveness application at the end of the month. We will have a report at the June board meeting. The lease aid application is in the works for FY22.
- We have a strong cash balance since securing the PPP loan.
- Our receivables will continue to grow. Our biggest liability is teacher pay for summer programming.
- We have a strong surplus at \$754,768.
- We are doing well heading into the end of the year.

<b>Motion:</b>	To approve the finance report as presented:							
<b>Made by:</b>	*Aaron Price			<b>Seconded by:</b>				*Dennis Dane
<b>Discussion:</b>								
<b>Vote:</b>	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-absent
	Cameron Ward	x			Joe Sears			x (absent)
	Kris Gapinski	x						
<b>Decision:</b>	Passes							

**2. Review/Approve Staffing and Program Proposal for ESSER II and III Monies**

- We'll have about \$307k in ESSER funds left for this year. ESSER III allocations is just over \$824k. We have money for staffing and program.
- This is a skeleton proposal but hoping to get it approved so we can include it as part of the budget and start hiring staff for the positions.
- We would first hire for someone to run the program. That person would design the program and then hire staff appropriately. We want a grass roots effort.
- Staff to hire; EL teacher, social worker/school counselor and student support para totaling \$435k
- The program would consist of a learning loss after school program, curriculum and after school bussing. This would be a 3-year program totaling \$642k.
- The entire cost is just over \$1 million.
- Benefits for the proposal is a focus on learning gaps and the mental health of our students. This is exactly what the funds are for.
- We will see an increase in our state testing and will improve our overall scorecard with IQS.
- The program would run for 30 weeks with two activity busses. Total teacher count is 12. Stipend would be \$2,500 for each ½ year or \$200/night. There would be 60 students in the program.
- Aaron asked if there would be any funding for identifying why students are having learning issues such as Dyslexia. Sean said we would refer those students to special ed.
- Staffing and benefits is a large portion of the cost.

**Beacon Academy Charter District 4124**

Regular Board Meeting Minutes, May 20, 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*

-Wendy asked if there has been feedback from staff about if there is an interest in the program? Sean said not a formal survey has been put out but there have been teachers reaching out with interest. She also asked about the other staff hires, EL and counselors. We would have two EL and three counselors. That is correct.

-Kris asked if math is going to be part of the program at some point and not just literacy? Sean replied that literacy spans many subject areas but it's not off the table. We'll have to look at the data after that.

<b>Motion:</b>	To approve the staffing and program proposal for ESSER II and III monies:							
<b>Made by:</b>	*Kris Gapinski			<b>Seconded by:</b>				*Aaron Price
<b>Discussion:</b>								
<b>Vote:</b>	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-absent
	Cameron Ward	x			Joe Sears			x (absent)
	Kris Gapinski	x						
<b>Decision:</b>	Passes							

Mike Reeder arrived at 7:15 p.m.

**3. Review/Approve FY22+ Long Range Budget**

-Enrollment is 550 this year, projected for 615 next year.

-We had a growth in compensatory revenue when we first moved to Crystal but we've had a large decrease because it's been difficult to get families to fill out free and reduced applications. We are anticipating getting our numbers back to where they were pre-pandemic.

-Overall, we are anticipating over \$8 million in state revenues next year.

-Federal aid is steady and this is where we also see the ESSER revenues. We are looking at over \$700k in this area.

-Total school wide revenue is over \$9 million

-Expenses includes ERCC recommendations. Expenses obviously went down with the pandemic so we are looking at some areas of spending going up but we are not concerned.

-Total school wide expenses is over \$9 million.

-Annual surplus is \$113k, fund balance 23% and debt service coverage ratio at 1.13

-Field trips have a budget of \$5,000 even though we are not taking field trips. That money is for Wolf Ridge down payment. Sean explained we are now willing to look at having students go on field trips depending on how things play out in the fall.

-The ESSER funds do not match what Sean had on his report. That will be adjusted as we move forward.

<b>Motion:</b>	To approve the FY22+ Long Range Budget:							
<b>Made by:</b>	*Aaron Price			<b>Seconded by:</b>				*Dennis Dane
<b>Discussion:</b>								
<b>Vote:</b>	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-absent
	Cameron Ward	x			Joe Sears			x (absent)

**Beacon Academy Charter District 4124**  
 Regular Board Meeting Minutes, May 20, 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*

Kris Gapinski	x		
<b>Decision:</b>	Passes		

**B. PTO Update – Marie Geislinger**

- PTO held some activities this year; Beacon Bingo, Teacher/Staff Appreciation and Restaurant Nights.
- We held one sale of Butter Braids. It was very easy to do, and we will continue that.
- We just kicked off the Beacon Dash. We are just over \$2,500 in donations.
- PTO provided some grants, coffee for staff in the building, wellness initiatives and teacher grants.
- The budget is conservative, and we are on budget with what we were limited with.
- We didn't do the flower sale this year but hope to get this back for next year.
- We are already planning for next year and very excited for what we have planned.
- Most of the PTO board members have students moving on so we will be looking for fill our board with new people.

**C. Executive Director, Sean Koster**

**1. Enrollment Report**

- We are still at 100 for new enrollees for the next school year. We are doing many events over the summer to help get the word out about Beacon.

**2. Review/Approve Board Member Working Agreements**

- We need to approve the working agreements in a separate motion for Elizabeth Brobeck, Paige Roth and Kris Gapinski.

<b>Motion:</b>	To approve the working agreements for Elizabeth Brobeck								
<b>Made by:</b>	*Aaron Price				<b>Seconded by:</b>	*Dennis Dane			
<b>Discussion:</b>									
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain	
	Aaron Price	x			Paige Roth	x			
	Wendy Terry	x			Elizabeth Brobeck			x-conflict	
	Dennis Dane	x			Heather Davis			x-absent	
	Cameron Ward	x			Joe Sears			x (absent)	
	Kris Gapinski	x							
<b>Decision:</b>	Passes								

<b>Motion:</b>	To approve the working agreements for Kris Gapinski								
<b>Made by:</b>	*Aaron Price				<b>Seconded by:</b>	*Cameron Ward			
<b>Discussion:</b>									
<b>Vote:</b>	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-absent	
	Cameron Ward	x			Joe Sears			x (absent)	
	Kris Gapinski			x-conflict					
<b>Decision:</b>	Passes								

**Beacon Academy Charter District 4124**  
 Regular Board Meeting Minutes, May 20, 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*

<b>Motion:</b>	To approve the working agreement for Paige Roth								
<b>Made by:</b>	*Aaron Price				<b>Seconded by:</b>	*Cameron Ward			
<b>Discussion:</b>									
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain	
	Aaron Price	x			Paige Roth			x-conflict	
	Wendy Terry	x			Elizabeth Brobeck	x			
	Dennis Dane	x			Heather Davis			x-absent	
	Cameron Ward	x			Joe Sears			x (absent)	
	Kris Gapinski	x							
<b>Decision:</b>	Passes								

**3. Summer Programming at Beacon**

-Our COVID leadership team is meeting on Monday to start working on what our summer programming will look like. Things such as masking, contact tracing, etc. will be discussed.

**4. IQS Contract**

-Sean is working with the cadre on our contract and the scorecard that has 5 areas that we get scored on. Sean will have a report next month with all the information they have been working on.

**D. Board Training – Charter School Authorizers**

- By MN State Statute every charter school has an authorizer that holds them accountable to the school’s charter. The school must maintain good standing with the authorizer to stay open.
- The authorizer’s role is to hold the school accountable to academic, operations, and finances. The authorizer must approve any changes to our charter, by-laws, site and building, etc.
- IQS stands for Innovative Quality Schools. They oversee 30 schools in MN. They utilize a team or cadre to oversight of the school.
- They provide feedback several times a year and they give a yearly scorecard.

**E. Curriculum Committee, Kris Gapinski**

-no report

**F. Fund Development Task Force, Wendy Terry**

-no report

**G. Governance Committee, Ann Marie Roder**

- school board elections just happened. Results will be announced later in this meeting.

**H. Employee Retention and Compensation Committee**

-the last meeting happened for the year.

**I. Executive Committee**

**1. Executive Director Goals Review Report**

**Beacon Academy Charter District 4124**  
 Regular Board Meeting Minutes, May 20, 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*

---

-The Executive Director survey went out and his growth is 75% over the last 5 years. His goals had a 95% or higher rating. The executive board was happy with the goals that were met and will be bringing Sean’s contract to the board next month.

**2. School Board Election Results**

-We received more than 10% of the ballots for eligible voters. The teachers elected to the board are Joanna Pederson and Elizabeth Warpinski. The parent seats were won by Aaron Price and Matheu Weidnebach.

-Terms begin on July 1<sup>st</sup>. On June 17<sup>th</sup> we will gather for a boxed lunch style dinner at the school to get to know each other better and say hello and goodbye. Finance will happen at 4:30 and dinner will be at 5:30. Ann Marie was directed to make that announcement on the webpage. The July meeting will be the 4<sup>th</sup> Thursday. The board meetings for next year will be the third Thursday of the month except for MEA week.

<b>Motion:</b>	To approve results of the school board election for 2021:								
<b>Made by:</b>	*Kris Gapinski				<b>Seconded by:</b>	*Cameron Ward			
<b>Discussion:</b>									
<b>Vote:</b>	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-absent	
	Cameron Ward	x			Joe Sears			x (absent)	
	Kris Gapinski	x							
<b>Decision:</b>	Passes								

**Adjournment**

**Board Retreat-** None

**Old Business-** None

**Action Items-** None

**NEXT MEETING IS June 17, 2021**

**MOTION TO ADJOURN**

Motion to adjourn at 8:20 pm forwarded by Kris Gapinski seconded by Cameron Ward. Approved unanimously.  
 Meeting adjourned at 8:20 pm.

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

\_\_\_\_\_  
**Paige Roth, Secretary**  
**Beacon Academy School Board**