

Beacon Academy Charter District 4124
 Regular Board Meeting Minutes, October 19, 2021, 6:30 p.m.
 3415 Louisiana Ave N, Crystal, MN 55427
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 6:33 p.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	✓	
Matheu Weidenbach		✓
Joanna Pederson	✓	
Elizabeth Warpinski	✓	
	✓	
Sean Koster(ex-officio)	✓	
Mike Reeder (ex-officio)	✓	
Mike Pocrnich (ex-officio)	✓	

MISC. ATTEENDEES: BRIDGETTE PETERSON, MICHELLE HOFFMAN

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:	• Mary Peters			Seconded by:	• Lizzie Warpinski			
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Paige Roth	x		
	Wendy Terry	x			Elizabeth Brobeck	x		
	Matheu Weidenbach			x-absent	Elizabeth Warpinski	x		
	Joanna Pederson	x						
	Kris Gapinski	x						
Decision:	Passes							

5. Public Comment

The board will recognize anyone from the public who wants to speak at this time. The board reserves the right to limit the time of the public comment. The public will not have the opportunity to speak or comment on any agenda item after the public comment has passed.

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 the Consent Agenda:

Motion:		To approve the consent agenda						
Made by:		* Aaron Price			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		
	Matheu Weidenbach			x-absent	Elizabeth Warpinski	x		
	Joanna Pederson	x			Mary Peters	X		
	Kris Gapinski	x						
Decision: Passes								
A. Approval of Minutes: Regular Board Meeting – September 23, 2021 B. Staffing Update C. Policy – First Reading 1. 442 Employee Use of Social Media								

8. Board Reports

A. Finance Committee, Mike Pocrnich

1. Review/Approve September 2021 Financial Report

- The audit is completed and will be presented tonight. We are 25% through the year. Balance sheet cash is 2.5 million. Our fund balance is 2.5 million and 25%.
- We are experiencing lower expenses which is where we were last year.
- We have a surplus of \$310,000 currently.
- This is the first month of salaries payable, so we are just beginning.
- Days Cash on Hand is 146 days. We have an investor call on November 5th. More information will come after that call.

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-The balance sheet has some highlighted areas that are alerting the financial team to some protentional coding errors or switching categories. They will be looked at in greater depth and possibly revised.

Motion:	To approve the finance report							
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		
	Matheu Weidenbach			x-absent	Elizabeth Warpinski	x		
	Joanna Pederson	x			Mary Peters	X		
	Kris Gapinski	x						
Decision:	Passes							

2. Review/Approve Revised Budget

- This is being revised for FY22. Our total ADM is at 500. We are down 50 students from what we projected. Down 175 from when the pandemic hit. We needed to revise the revenues based on our new enrollment. We already shaved \$500,000 last year. The deficit will be \$715,000 by end of the fiscal year.
- Aaron mentioned that this kind of deficit is not sustainable, so we need to work through it. Sean has some good ideas from a marketing standpoint. TAG is also a good partner and will help us work through it.
- Sean mentioned that this is all about enrollment and this will be his focus for this year.
- Wendy wanted to be reminded how we get to the debt service coverage ratio number. It's a combination of your cash flow and payments to the bonds. It's not an easy number to calculate.

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Motion:	To approve the Revised Budget for FY 21-22							
Made by:	• Kris Gapinski			Seconded by:				• Lizzie Warpinski
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Paige Roth	x		
	Wendy Terry	x			Elizabeth Brobeck	x		
	Matheu Weidenbach			x-absent	Elizabeth Warpinski	x		
	Joanna Pederson	x			Mary Peters	X		
	Kris Gapinski	x						
Decision:	Passes							

3. CLA Audit Presentation

- As a charter school we are required to have an audit. CLA is issuing an unmodified or clean opinion which is the best we can get.
- They acknowledge that enrollment is down and that's not surprising.

- Along with our yearly audit we had to have a single audit due to the federal funds received with the Corona Virus Relief Fund.
- Wendy notices a small typo in the Executive Summary that will be corrected and resent.

Motion:	To approve the audit with the typo in the executive summary that will be corrected and resent to the board:								
Made by:	• Lizzie Warpinski				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			
	Matheu Weidenbach			x-absent	Elizabeth Warpinski	x			
	Joanna Pederson	x			Mary Peters	X			
	Kris Gapinski	x							
Decision:	Passes								

B. Executive Director, Sean Koster

1. Enrollment Report

- We are at 500 and now 504 with some new students starting this week.

2. Breakfast and Lunch Update

- We are running at 35% free and reduced. We dropped in percentage due to all the food being free last year and this year. Breakfast 160-170. Lunch averages 350 a day.

3. COVID Update

- Last week we had the first zero staff, zero student update. We will continue to mask because our county data is extremely high.
- Our COVID Leadership team is moving to every other week meetings.

C. Board Training

1. Complaint Resolution

- There are policies that govern this. Basically, start with the person you have the conflict with and then move your way up the chain of command.
- If a board member is contacted about a complaint, you must communicate the chain of command that needs to be taken.
- Complaints about policies or the Executive Director come to the board. The board is the last resort if all avenues with the Executive Director have been exhausted.
- Some policies to explain when the complaint goes to the board.
- Board members that receive complaints and explain the process should also talk to that person’s supervisor about the complaint.
- Serious allegations of harassment or assault need to be reported to the Executive Director immediately. These allegations need to be in writing.
- Policy complaints or policy issues is to be reported to the committee chair of Governance. A board member can bring an issue about a policy to a board meeting. Anyone in the community who has a complaint about a policy can also bring it to a board meeting.

D. Curriculum Committee

- First meeting was in October. Roles were discussed as well as Responsive Classroom, EL and Character Ed. The next meeting is November 1st at 3:30.

E Fund Development Task Force

- The meeting is November 9th at 6pm. Looking at grants for some things we do at Beacon.

F. Governance Committee

1. Review/Approve First Reading 505 Distribution of Non-School Materials on School Premises by Students and Employees

- There was clarification in what it means to distribute in the definitions. Typo: in last sentence.
- Lizzie stated that although the additional sentence was small it made a big difference in the meaning and impact
- Sean appreciated the work of Governance and the board.

Motion:	To approve the first reading of policy 505 Distribution of Non-School Materials on School Premises by Students and Employees with the correction in the definition statement.							
Made by:	* Kris Gapinski			Seconded by:	* Lizzie Warpinski			
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Paige Roth	x		
	Wendy Terry	x			Elizabeth Brobeck	x		
	Matheu Weidenbach			x-absent	Elizabeth Warpinski	x		
	Joanna Pederson	x			Mary Peters	X		
	Kris Gapinski	x						
Decision:	Passes							

2. Review/Approve 443 Political Campaign Activities – Students and Employees

- Lizzie commented that she doesn't have anything new to add but stands by her statements at the last board meeting.
- Elizabeth also appreciated the extra clarification of the definition.
- Wendy said that we have to remember that this is about political statements and is meant to protect classes of people.
- Joanna also stands by her statements at last month's board meeting but is concerned about the line between political statements and social justice issues. She mentioned that an outside lawyer cautioned against such a policy. The lens our attorney looked at

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is through the school's liability and not the employee's lens. That is what the boards job is; to oversee the liabilities of the school.

- Paige reminded that the purpose of the policy is not to stifle conversation; it is to make sure a teacher does not push a political agenda.

Motion:	To approve the first reading of policy 443 Political Campaign Activities – Students and Employees							
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		
	Matheu Weidenbach			x-absent	Elizabeth Warpinski		x	
	Joanna Pederson		x		Mary Peters	X		
	Kris Gapinski	x						
Decision:	Passes							

G. Employee Retention and Compensation Committee

-Charter schools do not have to post their salary schedules that traditional public schools do. Sean has connections with other charters. The next step is to start diving into those schedules and see what we can do this year.

H. Executive Committee Meeting

1. Strategic Planning Retreat Information

Our next strategic planning meeting is next Thursday. Wendy will be sending out documents via email to start collecting more information.

Adjournment

Board Retreat- October 28, 2021 at 6:00 p.m.

Old Business- None

Action Items- None

NEXT MEETING IS November 18, 2021

MOTION TO ADJOURN

Motion to adjourn at 8:23pm forwarded by Kris Gapinski seconded by Elizabeth Brobeck. Approved unanimously.
 Meeting adjourned at 8:23 pm.

Approved on _____

Paige Roth, Secretary
Beacon Academy School Board