

**Beacon Academy Charter District 4124**  
 Regular Board Meeting Minutes, November 18, 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 6:31 p.m.

<b>1.ROLL CALL</b>	<b>Present</b>	<b>Absent</b>
present at time of meeting unless otherwise noted		
<b>Board Member</b>		
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: ALYSSA RODER, CRISCELLE KILBURN, BONNIE JORGENSON**

**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>	• Aaron Price			<b>Seconded by:</b>	• Elizabeth Brobeck			
<b>Discussion:</b>								
<b>Vote:</b>	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price				Paige Roth	x		
	Wendy Terry	x			Elizabeth Brobeck	x		
	Matheu Weidenbach	x			Elizabeth Warpinski	x		
	Joanna Pederson	x						
	Kris Gapinski	x						
<b>Decision:</b>	Passes							

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## 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.*

Wendy mentioned we have a member from IQS here via zoom to observe the meeting; Bonnie Jorgenson.

## 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:

<b>Motion:</b>	To approve the consent agenda							
<b>Made by:</b>	* Aaron Price			<b>Seconded by:</b>	*Lizzie Warpinski			
<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		
	Matheu Weidenbach			x-absent	Elizabeth Warpinski	x		
	Joanna Pederson	x			Mary Peters	X		
	Kris Gapinski	x						
<b>Decision:</b>	Passes							
A. Approval of Minutes: Regular Board Meeting – October 19, 2021 Work Session – October 28, 2021 B. Staffing Update C. Policy – First Reading 1. 411 Nepotism 2. 412 Expense Reimbursement 3. 418 Drug Free Workplace – Drug Free School D. Policy – Second Reading 1. 442 Social Media 2. 505 Distribution of Non-School Materials on School Premises by Students and Employees 3. 443 Political Campaigns/Activities – Students and Employees								

The regular board meeting minutes were pulled due to a typo and policy 443 was pulled for an individual vote from the consent agenda.

**Regular Board Meeting minutes** has one of our board members, Aaron Price missed from the vote on three items even though he was in attendance.

<b>Motion:</b>	To approve amending the regular board meeting minutes to reflect the yes vote from Aaron Price:							
<b>Made by:</b>	*Kris Gapinski			<b>Seconded by:</b>	• Joanna Pederson			

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<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		
	Matheu Weidenbach	x			Elizabeth Warpinski	x		
	Joanna Pederson	x			Mary Peters	X		
	Kris Gapinski	x						
<b>Decision:</b> Passes								

**Policy 443** was pulled out for individual vote

<b>Motion:</b> To approve Policy 443								
<b>Made by:</b> *Kris Gapinski				<b>Seconded by:</b> • Paige Roth				
<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		
	Matheu Weidenbach	x			Elizabeth Warpinski		x	
	Joanna Pederson		x		Mary Peters	X		
	Kris Gapinski	x						
<b>Decision:</b> Passes								

**8. Board Reports**

**A. Finance Committee, Mike Pocrnich**

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

- We are at 2.4 million for cash. YTD fund balance at \$2.5 million.
- 30% into year to date for budget. We have a year-to-date surplus of \$305k. That will be depleted by the end of the year.
- Days cash on hand is 67 days which is good. The debt coverage ratio will be .4 by end of June and will fluctuate as we move through the year.
- There is a typo on the balance sheet that Mike will correct and send back to the board.

<b>Motion:</b> To approve the finance report								
<b>Made by:</b> *Aaron Price				<b>Seconded by:</b> • Mary Peters				
<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		
	Matheu Weidenbach	x			Elizabeth Warpinski	x		
	Joanna Pederson	x			Mary Peters	X		
	Kris Gapinski	x						
<b>Decision:</b> Passes								

**2. Finance Training – General Education Funding Formula and Fund Balance  
General Education Funding Formula**

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- Enrollment, compensatory revenue, transportation revenue, EL revenue, Q-Comp, and Land Endowment and referendum revenue all play a part in our gen. education funding formula.

- The complete training is included in the board packet

### **Fund Balance**

- It is a cumulative annual surpluses and deficits since the school's inception.

- A common goal of charter schools fund balance is 25%.

- A graph of our fund balance history is in the board packet.

## **B. Executive Director, Sean Koster**

### **1. Enrollment Report**

- We are at 488 for enrollment as of November 11<sup>th</sup>.

- There was a discussion today with our marketing contract today about how to increase our enrollment. Sean's goals also include increasing enrollment.

### **2. Review/Approve ESSER Funds – Stipend to COVID Coordinator**

- I am asking for a stipend for our COVID coordinator. Teachers received stipends for moving curriculum for one week when we went to distance learning.

- She has been our COVID coordinator since spring of 2020 and is our school nurse. She has been on weekly calls, extensive tracking and tracing of students and staff, etc. None of the stipend would hit the bottom line; it would be paid from ESSER funds. I am asking for \$10,000 as a stipend for the COVID coordinator for the work done for this year.

- Kris commented that we should consider giving a stipend to the long term sub that covered while the COVID coordinator was on maternity leave.

- Paige asked how the number was derived. Sean commented that a similar stipend was given to a staff member when we were moving to this building. It's a thank you for all the additional work.

- Joanna commented that showing appreciation for all the extra work is something she is in favor of.

- Wendy commented that we have to be careful about setting precedence about thanking someone for previous work done. And everyone went above and beyond last year. What makes the COVID Coordinator above and beyond compared to everyone else. It would be the fact that she is the nurse and the COVID coordinator. Once students were brought back into the building, she was doing two jobs.

- Aaron thinks there should be more of a formula and rate for this stipend considering we might be setting precedence. Lizzie agreed.

- Matheu commented that we might be overthinking this because it's meant to be a thank you for going above and beyond.

- The rough calculation was for working an extra 1-2 hours a day.

- FY21 \$2,000 for long term sub, \$2,500 for nurse paid out through end of working agreement

- FY22 \$10,000 for nurse paid out through end of working agreement

<b>Motion:</b>	To approve the following stipends: COVID Coordinator, \$2,500 for FY21 and \$10,000 for FY22. Long Tern Sub, \$2,000 for FY21 to be paid monthly through the end of their working agreements:							
<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		

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Wendy Terry	x	Elizabeth Brobeck	x		
Matheu Weidenbach	x	Elizabeth Warpinski	x		
Joanna Pederson	x	Mary Peters	X		
Kris Gapinski	x				
<b>Decision:</b>	Passes				

Sean said everyone is going above and beyond on a daily basis. This has been a hard year for everyone, and people are covering for absences on a daily basis. If he had \$10,000 stipends for everyone, he would give them. Thank you everyone for the work you are doing.

Wendy also stated her appreciation to the staff and asked the board to think about, and come with ideas of how to thank everyone this year.

### 3. COVID Update

- Hennepin county is 60.1. Going against numbers from last year, everyone would be in distance learning. Masks will continue to be worn.
- Letters went to families from Commissioner Jan Malcom on how the virus can be mitigated. We are discussing things we can do in the building to lessen interaction and spread.
- Emergency temporary standard on COVID; vaccination and testing standard. The requirement coming down from OSHA that if you have over 100 employees that companies must mandate vaccines or weekly testing. Sean will be attending a webinar next week. Things are being challenged as groups are stating that OSHA is overstepping its authority. There is a stay or pause in the courts right now. MNOSHA is preparing to adopt the ETS as written and adopt as is but not until the stay is lifted.

### C. Technology Committee Update – Mike Reeder

- Coming off a year of distance learning has been a lot to manage, plus having everyone coming back into the building. Additionally, all the needs that pop up in the school management wise.
- General overview of budget is \$62,000 this year.
- Alyssa gave a general overview of the start of the year and then where the technology department is headed.

### D. Board Training – Public Participation in School Board Meetings

- We have two policies; 206 and 207 covers how Beacon Academy has defined public participation in board meetings. We need to balance how to hear from the public, having orderly meetings and protecting student data.
- The board is a public body that is responsible for transacting public business. Meetings must be in public and observable by the public.
- participation of the public must be a request. They must have a specific reason to address the board otherwise they can just observe. There is a limit to the amount of time a person can comment to keep the meeting moving.

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- board members must be careful to do all their school board business through school email and school equipment.

## E Curriculum Committee

- At the November meeting a number of responsive classroom, character ed and EI program information was looked at.

## F. Fund Development Task Force

- there are some grants that we will begin writing. Teachers will be contacted to see if they want to give input on programming, etc.

## G. Governance Committee

- We are moving through the policy review cycle.

## H. Employee Retention and Compensation Committee

-Research and development is still happening along with budget outlook

## I. Executive Committee

### 1. Review/Approve Executive Director Goals, 2021-2022

-The Executive Board has met with Sean over the last three months to develop his goals.

-financial implications of the pandemic

-strategic planning of vision work

-Scorecard implementation from IQS

-Enrollment and community relations

<b>Motion:</b>	To approve our Executive Director, Sean Koster's goals for the 2021-2022							
<b>Made by:</b>	*Lizzie Warpinski			<b>Seconded by:</b>	• Joanna Pederson			
<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		
	Matheu Weidenbach	x			Elizabeth Warpinski	x		
	Joanna Pederson	x			Mary Peters	X		
	Kris Gapinski	x						
<b>Decision:</b>	Passes							

### 2. Reminder of Mission/Vision Tasks

-Remember that if you were tasked with something from the last work session please keep working on that.

- there will be a staff survey coming up. We are also looking at doing a second round of survey to parents.

## Adjournment

**Board Work Session** – January 13, 2022 at 6:00 p.m.

**Old Business-** None

**Action Items-** None

**NEXT MEETING IS December 16, 2021**

**MOTION TO ADJOURN**

Motion to adjourn at 8:29pm forwarded by Lizzie Warpinski seconded by Joanna Pederson. Approved unanimously.

Meeting adjourned at 8:29 pm.

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

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

DRAFT