

Beacon Academy Charter District 4124
 Regular Board Meeting Minutes, November 17, 2022, 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

I. Call to Order: Wendy Terry called the meeting to order to at 6:34 p.m.

Roll Call: present at time of meeting unless otherwise noted

Name	Role	Present	Absent
Wendy Terry	Board Member - President	x	
Kris Gapinski	Board Member – Vice President	x	
Aaron Price	Board Member - Treasurer		x
Matheu Weidenbach	Board Member - Secretary	x	
Elizabeth Brobeck	Board Member	x	
Elizabeth Warpinski	Board Member	x	
Jamarcus Walker	Board Member	x	
Melanie Spall	Board Member	x	
Sean Koster	Ex-Officio	x	
Mike Reeder	Ex-Officio	x	
Bridget Peterson	Ex-Officio	x	
Miscellaneous Attendees: Michelle Hoffman (CLA), Becky Hofstad (Fund Development), Marie Geislinger (PTO), Bonnie (IQS)			

II. Pledge of Allegiance

III. Choral Reading of Beacon Academy Vision Statement

IV. Approval of Agenda

Motion:	Motion to approve the agenda with the update to note that we are approving the audit under the finance agenda item Fringe Benefits Plan under the ERCC agenda items							
Made by:	Jamarcus Walker				Seconded by:	Elizabeth Warpinski		
Discussion:	None							
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price			X - absent	Elizabeth Warpinski	x		
	Wendy Terry	x			Jamarcus Walker	x		
	Matheu Weidenbach	x			Melanie Spall	x		
	Elizabeth Brobeck	x			Kris Gapinski	x		
Decision:	PASS							
Notes:								

I. Public Comment: *In order to allow the Board to conduct the business of the school, members of the public are recognized only during this portion of the meeting. Anyone indicating a desire to speak during Public Comment will be acknowledged by the Board Chair. When called upon to speak, please state your name, connection to the school, and the topic you wish to address. All remarks should be addressed to the Board as a whole, not to any specific member(s) or to any person who is not a member of the Board. The Board Chair reserves the right to limit the time of Public Comment.*

Notes:
The language for public comment has been updated No other public comment made

II. 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.*

Notes:
None noted

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III. Approval of Consent Agenda: *Consent Agenda items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a board member or meeting attendee so requests, in which event the item will be removed as a Consent Agenda item and addressed.*

- a. Approval of Minutes
 - i. Regular Board Meeting— October 13, 2022
- b. Personnel Consent Agenda
- c. Policies
 - i. 517 Transfer of Educational Records
 - ii. 519 Interviews of Students by Outside Agencies
 - iii. 520 Student Surveys
 - iv. 521 Student Disability Nondiscrimination
 - v. 522 student Sex Nondiscrimination

Motion: Motion to approve the consent agenda								
Made by: Matheu Weidenbach		Seconded by: Kris Gapinski						
Discussion: None								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price			X - abstain	Elizabeth Warpinski	x		
	Wendy Terry	x			Jamarcus Walker	x		
	Matheu Weidenbach	x			Melanie Spall	x		
	Elizabeth Brobeck	x			Kris Gapinski	x		
Decision: PASS								
Notes:								

IV. Board Reports

V. Board Reports

- a. PTO Update – Marie Geislinger
 - i. Overview of 2022-2023 Plan

Notes:
<ul style="list-style-type: none"> • The PTO has a new co-president – Trish Stromme • PTO is trying to better organize their record keeping and overall organization • PTO is looking for someone to help with social media • Focus this year is to rebuild budget and do more family, teacher, and parent work • Butter braids are approved for the year but due to a fire at Linde’s Greenhouse (supplier for flower sales) it’s unknown whether they can support next year at this time. Butter braids will be extended to 4th grade to close the gap. • PTO looking into a Spring fundraiser as well.

- b. Executive Director, Sean Koster
 - i. Enrollment Report (informational)

Notes:
<ul style="list-style-type: none"> • As in previous updates, enrollment continues to be a focus, with a hope that the increase in enrollment we saw last year from Nov through early the 2022 occurs again.

- ii. Staffing Update (informational)

Notes:
<ul style="list-style-type: none"> • SPED teacher is scheduled to start 11/30 • Interviews for 1st grade position and technology position are in progress • Possibly looking at filling the intervention position as well • A school counselor has resigned; looking at our contracted services company to help the students needing services in the interim. SPED/ESSR funds would be available for this. • Still working to fill the second EL position. 1 EL was filled last week.

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- Several para needs are still open.
- Still working to fill the middle school Spanish position; at this point there has been one applicant. Admin has interviewed multiple individuals that do not have teaching degrees but they have not been the right fit.
- Question regarding if there was a tie to salary for those that did not take an offer – in some cases but many factors are contributing to the challenge in finding staff.
- Long term subs continue to be difficult to identify as well.

c. Board Training

i. Public Participation in Board Meetings

Notes:

- See board packet for details

d. Finance Committee

i. Review/Approve October Financial Report

Motion: Motion to approve the October Financial Report								
Made by: Jamarcus Walker					Seconded by: Matheu Weidenbach			
Discussion: None								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price			X - absent	Elizabeth Warpinski	x		
	Wendy Terry	x			Jamarcus Walker	x		
	Matheu Weidenbach	x			Melanie Spall	x		
	Elizabeth Brobeck	x			Kris Gapinski	x		

Decision: PASS

Notes:

- \$1.459M cash balance, similar from September to October due to state receivables coming in, approx. \$200K from holdback came in to offset expenditures.
- Approx. \$300K still owed in outstanding holdbacks from the state
- ADM remains at 550 for adopted and working budget, but 535 for actual ADM; this number is used for reporting to ADM and to show movement of kids in and out of the school population.
- 33% o the way through the school year with 30% of revenue and 25% of expenses YTD.
- Projected year end fund balance is approx. \$745K, 8% of expense budget. Ideal is approx. 15%.
- End of June cash balance projected at approx. \$315K and 14 days cash on hand, which leaves DCOH and debt service coverage ratio below covenant requirements.
- Beacon is still exploring line of credit/loan options. Line of credit has pre-approval for \$250K but based on FY24 projections we are still determining next steps. A line of credit will not help with DCOH position.

ii. Review/Approve Audit – Michelle from CLA

Motion: Motion to approve the audit								
Made by: Elizabeth Warpinski					Seconded by: Jamarcus Walker			
Discussion: None								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price			X - absent	Elizabeth Warpinski	x		
	Wendy Terry	x			Jamarcus Walker	x		
	Matheu Weidenbach	x			Melanie Spall	x		
	Elizabeth Brobeck	x			Kris Gapinski	x		

Decision: PASS

Notes:

- Negative net position is tied primarily to underfunded state pension programs that Beacon participates in; however if that liability is removed (which is outside of Beacon's control) the school is close to break even at \$200K. The state is decreasing this liability.
- Balance sheet reflects what is typically looked at in financial reviews on a monthly basis.

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- Deficit of \$750K (reflected in budget) shows on the audit report
- Overall, Beacon had a clean audit, no control issues to report, but one deficiency identified in the food program with an item booked into the food service fund when it should have been booked into the general fund (approx. \$5500 purchase).

e. Fund Development

i. Review/Approve Casey's Cash for Classrooms Grant – Becky Hofstad

Motion: Motion to approve Casey's cash for classroom grant for \$12K								
Made by: Jamarcus Walker				Seconded by: Kris Gapinski				
Discussion:								
<ul style="list-style-type: none"> • Note on cost: additional cases and other purchases are needed for the iPad hence the figure; can we get a better deal on the iPads to get more equipment for the grant? There's generally no concern that if we can get a better price for the devices, as long as the money goes to what was outlined with the grant that should not be an issue. • The grant will be updated to address the cost noted. 								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price			X - absent	Elizabeth Warpinski	x		
	Wendy Terry	x			Jamarcus Walker	x		
	Matheu Weidenbach	x			Melanie Spall	x		
	Elizabeth Brobeck	x			Kris Gapinski	x		
Decision: PASS								
Notes:								
<ul style="list-style-type: none"> • Requesting \$12K to purchase iPads for the K-2 Literacy Program. • Grant deadline is 11/30, with notification in April, and funds must be used by the end of the year • Note that a few additional data point are being captured for demonstration of need, grade levels, impact of the pandemic, and other factors. • iPads requested because of the applications desired to be used. 								

f. Curriculum Committee

Notes:
<ul style="list-style-type: none"> • Continuing reviews

g. Governance Committee

Notes:
<ul style="list-style-type: none"> • Continuing reviews

h. Employee Retention and Compensation Committee

i. Review/Approve Fringe Benefits Plan

Motion: Motion to approve the fringe benefit plan for the \$1500 from PTO								
Made by: Jamarcus Walker				Seconded by: Kris Gapinski				
Discussion: None								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price			X - absent	Elizabeth Warpinski	x		
	Wendy Terry	x			Jamarcus Walker	x		
	Matheu Weidenbach	x			Melanie Spall	x		
	Elizabeth Brobeck	x			Kris Gapinski	x		
Decision: PASS								
Notes:								
<ul style="list-style-type: none"> • ERCC discussed how to use the \$1500 funds supplied to the committee by PTO • Will focus on gift cards vs cash; there's a benefit to Beacon for purchasing gift cards back to PTO • Additional funds may be provided to ERCC after Give to the Max fundraiser • Random drawing would be conducted to distribute the gift cards 								

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i. Executive Committee

i. Open Board Position Announcement

Notes:

- Joanna Pederson has resigned from Beacon and the Board effective 11/1/2022 and this serves as public announcement of that resignation.
- Applications to fill the seat by appointment will go out tomorrow and are due by end of day 12/5/2022
- This is a teach member seat and must be filled by a licensed teach employed by the school with no immediate family member employed by the school
- Application information is in the board packet
- Applications will be reviewed in the December meeting for approval or further solicitation of applications
- The term will run through 6/30/2024
- Wendy to count the number of months to determine if it qualifies as a full term

ii. Cruz-Guzman Update

Notes:

- See packet for details of Cruz-Guzman provided by MACS
- Beacon is not in a position to financially support the case but if individuals are interested and support the case they can do so
- Will include the information in the board packet

j. Actions Items

Notes:

- Closing actions for A) publishing board spotlight B) publishing agenda C) updating the language for public comment on the board agenda.

VI. Adjournment

MOTION TO ADJOURN

Motion to adjourn at 8:33 pm forwarded by Matheu Weidenbach seconded by Jamarcus Walker. Approved unanimously.
Meeting adjourned at 8:3 pm.

Board retreat meeting: November 29th, 2022 at 6:00PM

Next regular meeting: December 15th, 2022 at 6:30PM

Approved on December 15, 2022
Matheu Weidenbach, Secretary
Beacon Academy School Board