

Beacon Academy Charter District 4124
 Regular Board Meeting Minutes, December 15, 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 6:35 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	
Matthew Goodman	Board Member	x	
Sean Koster	Ex-Officio		x
Mike Reeder	Ex-Officio	x	
Bridget Peterson	Ex-Officio	x	
Miscellaneous Attendees: Alyssa Meldhal			

II. Pledge of Allegiance

III. Choral Reading of Beacon Academy Vision Statement

IV. Approval of Agenda

Motion:	To approve the agenda with a transportation update under the principal agenda item							
Made by:	Kris Gapinski				Seconded by:	Elizabeth Warpinski		
Discussion:	None							
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Elizabeth Warpinski	x		
	Wendy Terry	x			Jamarcus Walker			x-absent
	Matheu Weidenbach	x			Melanie Spall	x		
	Elizabeth Brobeck	x			Kris Gapinski	x		
Decision:	Pass							

V. Open Board Position

a. Review/Approve Seating of New Board Member

Motion:	To approve Matthew Goodman for the open board position							
Made by:	Matheu Weidenbach				Seconded by:	Melanie Spall		
Discussion:	None							
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Elizabeth Warpinski	x		
	Wendy Terry	x			Jamarcus Walker			x-absent
	Matheu Weidenbach	x			Melanie Spall	x		
	Elizabeth Brobeck	x			Kris Gapinski	x		
Decision:	Pass							

VI. 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.*

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Notes:
No public comments

VII. 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:
No conflict of interest noted

VIII. 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— November 17th, 2022
- b. After School Activities
- c. Corrective Action Plan
- d. Personnel Consent Agenda
- e. Policies
 - i. 430 Paid Time Off
 - ii. 526 Hazing Prohibition
 - iii. ~~531 Pledge of Allegiance~~
 - iv. 532 Removal of Students with IEP's from School Grounds

Motion:	To approve the consent agenda with policy 531 pulled for discussion							
Made by:	Matheu Weidenbach				Seconded by:	Elizabeth Warpinski		
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Elizabeth Warpinski	x		
	Wendy Terry	x			Jamarcus Walker			x-absent
	Matheu Weidenbach	x			Melanie Spall	x		
	Elizabeth Brobeck	x			Kris Gapinski	x		
	Matthew Goodman	x						
Decision:	Pass							

- i. 531 Pledge of Allegiance

Motion:	To approve policy 531 as is							
Made by:	Matthew Goodman				Seconded by:	Aaron Price		
Discussion:	<ul style="list-style-type: none"> • Question asked by M. Goodman around adjusting the schedule to ensure this happens once a week over the loud speakers? Response from M. Reeder is that we do not plan to adjust the schedule in the individual rooms. • Additional question asked by M. Goodman around how would we handle a teacher that wants to exercise their right not to do the pledge, if a surrogate would be identified? K. Gapinski noted that in the past there were problems with doing this on the loudspeaker to resolve the issue because the timing and some delays to class getting started didn't work on a regular basis. Response from M. Reeder and W. Terry is that we will let administration determine how to handle this scenario. 							
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Elizabeth Warpinski	x		
	Wendy Terry	x			Jamarcus Walker			x-absent
	Matheu Weidenbach	x			Melanie Spall	x		
	Elizabeth Brobeck	x			Kris Gapinski	x		

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	Matthew Goodman	x					
Decision:	Pass						

IX. Board Reports

a. Finance Committee

i. Review/Approve ~~October~~ November Financial Report

Motion:	To approve the November financial report with the noted correction to projected year end fund balance being a positive number, not a negative number.							
Made by:	Aaron Price			Seconded by:	Elizabeth Warpinski			
Discussion:	<ul style="list-style-type: none"> Notable change this month is reduction in cash flow due to holdbacks. Cash balance is \$1.22M, receivables \$446K, salary and benefits payable \$273K Current budget is working from 550ADM with actual ADM at 535. Note that Bridgette has not updated the number as enrollment information wasn't received so number used are from October. For every new student enrolled at this time of the year, you receive approximately 50% ADM due to how far along in the year we are right now. 42% through the school year. Federal revenue is being drawn from now which is why revenue doesn't match up. Expenses are at ~34%. Note that the projected year end fund balance is actually \$745K – the finance report reflects inaccurately as a negative balance. Projected ending fund balance is 8% which is below the target. This will factor into FY24 budgeting. Another bridge loan option is available and Bridgette will be pursuing this. Expecting a response mid Jan to early Feb. The investor call held recently did not turn up a need at this point to hire any outside oversight or any specific action plans; that can change but at this point there was nothing specific requested. However the current opinion of the school business manager is that our FY24 budget needs to account for both the budget imbalance and cash flow considerations. Given our current enrollment, and the assumptions around the increase, we will need to make budget decisions for FY23-24 to address the shortfall; even with enrolment increases the cash flow will have a lag due to holdbacks. 							
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Elizabeth Warpinski	x		
	Wendy Terry	x			Jamarcus Walker			x-absent
	Matheu Weidenbach	x			Melanie Spall	x		
	Elizabeth Brobeck	x			Kris Gapinski	x		
	Matthew Goodman	x						
Decision:	Pass							

ii. Finance Training – Debt Covenant

b. Executive Director, Sean Koster

Note: Sean Koster was absent so Mike Reeder provided the Executive Director update

i. Enrollment Report (informational)

Notes:
<ul style="list-style-type: none"> Net loss of 3 students from last month. No trend identified in reasons for students leaving in that last month. Prospective family tour today had 14 or 15 attendees. Previous has 6 or 7. Note that the grade capacity level for 1st grade needs to be updated to 52. See packet for detailed breakdown. Action to be added: please bring a list of marketing efforts targeted at student enrollment

ii. Review/Approve Proposal to Add Two 'Thank You Days'

Motion:	To approve the addition of two days off to the calendar, December 23 rd 2022 and April 10 th 2023		
Made by:	Kris Gapinski	Seconded by:	Elizabeth Robeck
Discussion:	<ul style="list-style-type: none"> These days were selected because they mirror the Robbinsdale calendar. 		

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- M Reeder noted the building would be open this year, if someone wants to come in and get anything done, based on feedback from last year.
- Question from M Spall: do paraprofessionals get paid for these days off? Response from M Reeder: yes they would. Several individuals noted this is a concern to them.
- Question raised on if there's an option to leverage the paraprofessional staff to support any families that may not be able to identify child care on short notice.
- One parent did raise a concern that they had already taken the day off in December to join for the holiday party, but can't reschedule if those move to Thursday.
- Question from M. Spall: does the facilities staff need to come in if the building is open? Response from M. Reeder is yes. The board discussed that they would prefer to support the staff as well. There is an option to allow John to have a day off and Adam could cover.
- The short turn around time for this request was noted as undesirable, and in the future we would want more lead time with a decision like this.
- The board also discussed the fact that this is out there as a date and it's difficult to now change that date vs. identifying a new date.

Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	Abstain
	Aaron Price	x			Elizabeth Warpinski		x	
	Wendy Terry	x			Jamarcus Walker			x-absent
	Matheu Weidenbach	x			Melanie Spall	x		
	Elizabeth Brobeck	x			Kris Gapinski	x		
	Matthew Goodman	x						

Decision: Pass

iii. Staffing Update (informational)

Notes:

- 2 EL positions still open; one filled but needed to leave due to personal reasons last month
- 1 middle school Spanish is open
- 1 Title I math position is open
- 1 early Intervention positions open; interview was scheduled but interviewee was a no show
- 1 technology teacher position is still searching for candidates
- 1 Enrollment coordinator is still open
- 1 Facilities addition is pending, using contracted services to augment
- Para positions are close to all filled, one accepted today
- Most effective candidate sourcing strategies have been word of mouth and indeed

c. Principal, Mike Reeder

i. Technology Update - Alyssa

Notes:

- Tech is working with a \$46K budget, typical year would be over \$60K
- Budget includes yearly hardware maintenance, repair/research and development, computer replacement and updates, projectors and teaching supports.
- Replacement device costs are up due to inflation
- Other projects have been cut as well
- Red cart is ready, green and blue carts will be ready in mid-January
- Several computers are being worked on to get all media lab machines back to working
- NWEA testing happened in the fall, with ACCESS, MCAs and second round of NWEAs coming next year
- Looking ahead, at some point a new security camera system will be needed; storage space has been an issue. New camera systems bids are currently coming in at approx.. \$22K. A new system would allow us to add cameras which is a goal.
- Further updates to wifi and additional technology are also in the pipeline.
- Board is looking for costs to replace technology. The recommendation is to go with desktops based on needs.

ii. Transportation Update

Notes:

- Two RFPs received, one for Lake Country Transportation and one for Elite School Transportation.
- Currently use Lake Country, generally not having issues.
- Elite would come in at approx. \$491K/year for tiered services
- Lake Country comes in at approx.. \$425K/year for tiered services; no dedicated services available.

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| <ul style="list-style-type: none">• Recommendation would likely be Lake Country.• Need to confirm sources of funding and if an additional RFP is needed – require 3rd RFP for federal funds |
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- d. Board Training
 - i. Conflict of Interest Policy and Prevention
- e. Fund Development

Notes:

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| <ul style="list-style-type: none">• Waiting on responses for grants submitted, and looking for additional opportunities. |
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- f. Curriculum Committee

Notes:

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| <ul style="list-style-type: none">• No updates |
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- g. Governance Committee

Notes:

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| <ul style="list-style-type: none">• No updates |
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- h. Employee Retention and Compensation Committee

Notes:

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| <ul style="list-style-type: none">• No updates |
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- i. Executive Committee

Notes:

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| <ul style="list-style-type: none">• 2023-2024 school year is the 20 year anniversary of Beacon. W. Terry has spoken to PTO and Friends of Beacon to see how they and the board and admin can work together to celebrate the accomplishment with current and previous families and staff.• One goal in this effort will be to establish an endowment fund. |
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- j. Actions Items

Notes:

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| <ul style="list-style-type: none">• One new action added above for marketing• No other updates |
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X. Adjournment

MOTION TO ADJOURN

Motion to adjourn at 9:05 pm forwarded by Elizabeth Warpinski seconded by Matthew Goodman. Approved unanimously.
Meeting adjourned at 9:05 pm.

Next Regular Meeting: January 19th, 2023 at 6:30PM
Board Retreat: January 31st, 2023 at 6:00PM

Approved on January 19th, 2023
Matheu Weidenbach, Secretary
Beacon Academy School Board