

Arcadia Charter School  
Preliminary School Board Meeting Minutes  
December 19, 2017

**It is the mission of Arcadia Charter School to prepare our students to transition intellectually, emotionally and ethically to higher education and future employment.**

**2017-2018 Board Goals**

- Establish a committee to develop a strategic planning process that will lead to 5 year goals.
  - Expand Marketing efforts to ensure a full enrollment and develop and implement a coherent Development & Fundraising plan
  - Establish an extended lease with a timeline for buying the building or a decision not to.
1. Call meeting to order 6:34
  2. Verify Quorum: Sean Fox, Gary Braun, Tiana Wells, Sarah Wallis, Scott Grave, Laura Stelter, Rachel Matney  
Also Present: Barb Wornson, John Lorenzini  
Arrived after Quorum: Troy Ros
  3. Approve Agenda: **Motion to approve agenda: 1st Gary Braun 2nd Rachel Matney, Motion Approved**
  4. Consent Agenda
    - a. November, 15 2017 minutes  
Motion to approve consent agenda: 1st Gary Braun 2nd Laura Stelter
    - b. Speaker's Corner - - This is an opportunity for community members to address the Arcadia School Board on subjects related to the school. Please limit comments to three minutes.  
Thank you.
  5. Reports:
    - a. Audit Report- Clifton Larson Allen, Auditors  
Presentation and Summary of "Financial Statements and Supplementary Information" Arcadia Charter School June 30, 2017. Audit presented by John Lorenzini
    - b. Finance Report- by Treasurer, Gary Braun  
Food Program Questions and Discussion - running deficit of \$6,259  
Sale of Lunches and Discussion: Students are not charged for meals they sign up for but don't take  
Not included in Financial Report: Legislative increase in funding for Special Education  
Discussion of projected budget at 117 ADM- Budget/Fund balance and projected deficits
    - c. Director's Report  
Current Enrollment: 125 Students, 120.41 ADM  
Review and discussion of World's Best Workforce/Annual Report  
**-Motion to accept the WBWF/Annual Report 1st Laura Stelter 2nd Troy Ros, Motion Approved**  
Discussion of "Screenagers" screening  
Thanksgive over \$4,300 raised  
Poetry Out Loud  
Hartford Insurance

- Risk Analysis
- Contracts
- Use of Facilities by Outside Agencies
- Parking Lot
- Sinks in the Staff Lounge

d. Education Committee Report

Discussion of Differentiation, Challenge and Rigor

Conversation Night on Wednesday January 17<sup>th</sup> at 6:30 pm.

Project Process

P.E and Health Credit

Marketing Ideas for the Marketing Committee

e. Marketing and Development Report

Creation of a formal charter for the Marketing and Development Committee

Marketing -

Recruiting - How do people speak about the school?

Fundraising - success of fundraisers, checklist of fundraising/marketing strategies

Development- How do we identify resources? What are we doing long term?

Fundraising for GiveMN - \$3,600

Brochures and marketing material for Open House

Pre-sell tickets for Omelet Breakfast

6. Old Business

a. January Board Retreat

Strategic Planning at the Board Retreat

Review of Strategic Planning Documents and Folders

Discussion of January Board Retreat

- Survey of Community for Strategic Plan
- When? How? What is the strategy for approaching the community?

**We will send an email to our community polling them for questions/goals/themes for use in the strategic plan. Sean and Laura will meet to develop questions for the survey to the community.**

7. New Business

a. World's Best Workforce

8. Announcements

a. Next Board meeting January 16<sup>th</sup>

b. Discussion of Differentiation, Challenge and Rigor Night on Wednesday January 17<sup>th</sup> at 6:30 pm.

c. Project Process

d. Board Retreat January 20<sup>th</sup> 9:00-2:00

9. Adjourn Motion **1st Rachel Matney 2nd Laura Stelter- Motion Approved**