

Arcadia Charter School
 School Board Meeting Minutes
 April 14, 2016

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

1. Call meeting to order 6:34pm
2. Verify Quorum
 – *Quorum verified: yes*

	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>
<i>Sheri</i>	x	x	x		X	X	X	X	x		
<i>Tom</i>	x6:46	x	X7:00	X	X	X	X	X	X		
<i>Kate</i>		x	x	X	X	X	X	X	X		
<i>Gary</i>	x	x	x	X	X	X	X left at 6:50	X	X		
<i>Sarah W</i>	x	x	x	X	X	X	X	X	X		
<i>Sean</i>	x	x	x	X	X	X	X	X	X		
<i>Sara L</i>	x	x	x	6:43	6:47	6:40	6:31		X		
<i>Elisabeth</i>					X	X	6:35	X	7:22		
<i>Laura</i>			X6:41	x		x	X	7:06	X		

Also present: Patrick Exner, Rebecca McMullen

3. Approve agenda
 Add Staff Concerns
 - a. Sara
 - b. Laura
 - c. Unanimous
2. Consent Agenda:
 - (a) March minutes
 - (b) Policy 105 Admissions- second reading
 - (c) Policy 202 School Board Election Process- second reading
 - (d) Policy 302 School Director- second reading
 - (e) Policy 303 School Director Selection- second reading
 - (f) Policy 305 Policy Implementation- second reading
 - (g) Policy 419 Tobacco Free Environment- second reading

Motion to approve
 Laura, Tom, unanimous
5. Update on Director Evaluation Process

See evaluation timeline and process

- a. Staff Concerns – see attachment
 - Discussion:
 - Motion to set up a closed-meeting on April 21 at 5:45pm for staff to provide feedback regarding the director evaluation process.
 - Laura, Sara, Unanimous

6. 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.

7. Reports:
 - a. Finance Committee Report
 1. Bank Reconciliation Report – no concerns
 2. Grants and Fundraising Review
 - a. VFW Pancake Breakfast Fundraiser – Net profit approx.. \$1,000
 - b. Kline Nissan Donation - \$500 for May Term Transportation
 - c. Kwik Trip Car Wash Cards – Fundraiser for May Term
 - d. Milk Moola Fundraiser continues
 - e. Script Card for Kwik Trip, Target, Cub
 3. Financial Due Dates
 - . Lease Aid due June 1
 - a. STARS Report due April 28, 2016
 4. Expenditure/Revenue Report – See Budget Comparison Report
 5. Cash Flow Report – no concerns
 6. Assigned Fund Balance Report – Halloween Dance – Revenue of \$110
 7. Fund Balance Policy
 8. Budget for 16-17 – preliminary budget
 - b. Director's Report
 1. Enrollment 129 – MS: 54 – HS: 75
 2. Projected Enrollment for Fall 2016 – Wait List in all grades
 3. MCA Testing Report – testing will be complete after the ACT on Tuesday, April 19
 4. May Term Fundraiser – VFW Pancake Breakfast – raised \$1,000 with the help of many sponsors
 5. May Term Begins Monday, May 23
 6. Authorizer: Northfield Public Schools will continue to authorize Charter Schools
 7. Authorizer Visit: Wednesday, April 27
 8. State and Federal Reporting

- a. Tech Plan – April 15 (submitted)
- b. Charter Administrative Report – April 15 (submitted)
- c. STAR Reporting Spring Report – April 29 (in progress)
- d. Lease Aid Application – June 1
 9. Upcoming School Events
 - . April 28 at 7pm – Gender Non-Conformity & Transgender Identity: Panel
 - a. May 5, 6, 7 at 7:30pm – High School Play
 - b. May 17 & 19 – Senior Presentation Night
 - c. May 19 – End of 4th Quarter
 - d. May 23 – May Term Begins

- c. Chair Report
 - 1. Update on election – sent out a number of emails to advertise
 - 2. Four parents interested – no commitments

- 8. Unfinished Business:
 - a. Policy 425.1 Staff Development Specific to SpEd - second reading (discuss section III)
 - Motion to approve: Sean, Tom, Unanimous
 - b. Policy ??? Mandated State testing Security and Procedure Policy- second reading
 - Need to send to Policy Committee to update policy number
 - Motion to approve: Sean, Elisabeth, Unanimous
 - (c) Policy 730 Fund Balance - first reading

- 9. New Business:
 - a. First Reading of Budget FY 2017 – first reading
 - a. Discussion to add more money toward replacing curriculum in curriculum review
 - b. Proposal to add 2% raises to staff
 - c. \$10,000 addition to building lease expense.
 - b. Parent Survey results
 - . Board can track for shifts in trends from year to year
 - a. Board will use data in Director Evaluation

- 10. Announcements:
 - (a) **Next School Board meeting May 12, 2016**
 - (b) Dr Richardson's visit April 27th

Motion to Adjourn:
 -Sara, Laura, Unanimous

Attachment referenced in 5a-

Director Evaluation Concerns

GOAL: My goal is for the board to hear how frustrated the staff is with the survey process and with the director. Hear these concerns, value them, weigh them properly, and take action because behind these concise concerns are *many* individual concerns.

Staff concerns brought to the board are not being heard, understood, and responded to with due care or action.

Staff Survey

There was a confidence in the process and a belief that the concerns were so great that they warranted some additional investigation. From a staff perspective, that is not happening.

Process

- Timeliness
- Perceived lack of motivation to address the data

- Staff feel that the issues are only being addressed by making them goals for next year which is not a strong enough reaction based on the level and number of concerns
- Additionally, conversations and comments have led staff to believe that there has been a breach in confidentiality in regard to their comments on the survey and in emails

One staff member has said, "We are at a turning point, climate is such that there needs to be a significant outside intervention."

ACTION: I'm asking the board on behalf of many of the staff to take action with a prompt investigation.