

Arcadia Charter School
School Board Minutes
20 August 2019

Mission, Strategic 1, and Board Goals

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

Iterate and innovate our educational approach

- Realize more fully the potential of projects and core classes to enhance each other and support each student's personal learning.
- Adapt our educational approach to remain innovative in a shifting educational landscape and rapidly changing global future.

Articulate and share our unique identity

- Create shared vision within the school community about what makes Arcadia unique.
- Increase broader community awareness of what makes Arcadia unique.

Support engaged and fulfilled staff

- Prioritize the social, emotional, and intellectual health of staff by increasing resources and access to opportunities.
- Continue to develop and strengthen the systems that support day-to-day operations.

Strengthen our financial sustainability

- Diversify revenue to provide greater financial stability for the program and to support staff development and retention.
- Secure ownership of the building.

2018-2019 Board Goals:

- Moving forward with long-term plan for facility including purchasing the building.
- Increasing visibility of the existence of Arcadia.
- Increase student enrollment and retention of students.

AGENDA

1. Call meeting to order
 - a. Meeting called to order 6:56pm
1. Verify Quorum
 - a. Present: Tami, Sean, Gary, Troy, Scott, Laura, Melanie, Rachel, Barb, Kirsten, 1 guest
2. Consent Agenda:

1. Consent Agenda The board approves:

- a. Regular meetings of the Arcadia School Board for the 2019-2020 school year will take place at 6:30pm at the school on the following dates: August 20, September 17, October 15, November 19, December 17, January 21, February 20, March 17, April 21, May 19, June 23.
- b. The designation of the August meeting as the approved date of the annual meeting.
- c. The continuing appointment of Tim Goodwin, Simon Tyler and Ryan Krominga as the board members of the Arcadia Building Company
- d. The designation of the Northfield News as the official newspaper of the Arcadia School Board.
- e. The designation of Laura Stelter as the MDE Identified Official with Authority and the Title Grant programs Authorized Representative. Specifically the Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with the MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Board recommends to authorize Laura Stelter to act as the Identified Official with Authority (IOWA) and Kim Hansen act as the IOWA to add and remove names only for Arcadia Charter School 4091-07.
- f. The designation of Community Resource Bank as the school Depository
- g. The designation of the following individuals as signers for school banks accounts for the 2019-2020 school year:
 - i. Sean Fox as Board Chair
 - ii. Gary Braun as Treasurer
 - iii. Laura Stelter as Executive Director
- h. Delegation of Authority to Make Electronic Funds Transfers as per the school's EFT policy to:
 - i. Sean Fox as Board Chair
 - ii. Gary Braun as Treasurer
 - iii. Laura Stelter as Executive Director
 - iv. BerganKDV as the school's Financial Manager
- i. Granting of Administrative Authority: Kelly Rimpila and Judith Darling are granted Administrative authority to execute and update all Cash Management Agreements with Community Resource Bank and to further grant authority to certain BerganKDV employees to perform activities necessary to carry out bank account-related functions and electronic transfers
- j. Authorization of use of facsimile signatures of the Executive Director and Board Members in signing school checks and documents.
- k. Authorization of the Director and their Designee to perform duties of clerk and treasurer as mandated by M.S. 123B.14
- l. Authorization of the Director to lease/purchase and contract for goods and services within the board approved budget including but not limited to:

- i. Professional service contracts and agreements
- ii. Communication Services
- iii. Consultation services

a. Motion to approve Tami 1st, Melanie 2nd. Motion passed.

3. Consent Agenda

- a. Minutes of the 17 June 2019 school board meeting
- b. Granting of Administrative Authority: Kelly Rimpila and Judith Darling are granted Administrative authority to execute and update all Cash Management Agreements with Community Resource Bank and to further grant authority to certain BerganKDV employees to perform activities necessary to carry out bank account-related functions and electronic transfers
- c. Designation of the Northfield News as the official newspaper of the Arcadia School Board
- d. Motion to Approve minutes: 1st, 2nd, motion passed

- e. 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.

4. Reports:

a. Q Comp Report:

b. Director's Report: Need more students in 6th and 11th grade. Hired part time art teacher and para professional. Start of the year with teachers was started at ropes course at Shattuck a few days ago. Grant funded PDIF is starting, will elaborate as it gets implemented.

c. Finance Committee Report: Make sure we are tracking special fund raising projects separate from general funding. We had budgeted for a small

d. Marketing Committee Report: Working on school website. Open house took place recently and 2 new students came out of it. Website is getting a new bid to improve and lower monthly cost.

e. Facilities Committee Report: We received the state permit. This was a major milestone. The outside work was delayed a bit by the state permit delay but is scheduled to be complete by the end of October. This will not affect the start of school or classes. Dance floor is out for bid and being worked out.

5. New Business

- a. Board goals: Raising student numbers; Phase 2 of building improvements (carpet, signs); Increase involvement of stakeholders, Get a parent orientation type event to help get more parents involved - possible 10 September 2019.
 - b. Review of Board committees:
 - i. Finance - Gary, Barb, Sean, Troy
 - ii. Policy - Melanie, Kirsten, Barb
 - iii. Facilities - Sean, Barb, Gary
 - iv. Marketing & Recruitment - Rachel, Kirsten, Melanie, Scott
 - c. Termination of participation in the Federally Funded School Lunch and Breakfast Programs: Motion to terminate participation in the Federally Funded School Lunch and Breakfast program: Barb 1st, Tami 2nd, approved.
 - d. Policy Review
 - i. 531 Pledge of Allegiance - Arcadia Charter School has waived the requirement to recite the pledge of allegiance.
Motion to waive the 531 Requirement to recite the pledge of allegiance. Barb 1st, Kirsten 2nd, approved.
 - e. Discussion of possibility of having Arcadia student attending board meetings.
 - f. Review of strategic priorities:
 - g. Articulate sharing our unique identity.
 - h. Announcements -
 - e. Next Board meeting 17 September 2019.
6. Adjourn
- a. Motion to adjourn 8:29 pm Rachel 1st, Melanie 2nd, approved.