

Arcadia Charter School  
Board of Directors Minutes  
September 17, 2019

**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.

**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: 6:34 pm
2. Verify Quorum: All are present - Scott, Kirsten, Troy, Rachel, Gary, Sean, Barb, Tami, Melanie.
3. Approve Agenda: Rachel 1st, Troy 2nd, approved, no dissent.
4. Consent Agenda: Rachel 1st, Tami 2nd, approved, no dissent.
  - a. August 20, 2019 minutes:
  - b. Employment letters
5. Speaker's Corner - No speakers.
6. Reports:
  - a. Director's Report - Discussed current enrollment. Currently 110, targeting 115. Working with enrollment specialist who offered to help for free. New marketing piece produced, a flyer being distributed around town. Attending Rotary this week, spoke on KYMN this morning and attended a Northfield Chamber of Commerce event this evening. Working on building relationships. Goals are increasing attendance and increasing communication. Curriculum night was a success. Other goals are refocusing the school toward progressive and project-based education. Increasing fundraising. Creating a culture of being a learning community for all.
  - b. Marketing and Development Report - No report for the month.

- c. Finance Report - Working on increasing our emergency fund balance. Expenditures look good. The new food service is working out well, so far. 15 October 2019 is a tentative day for board finance training. Start at 5:45 pm and should go about 45 minutes.
  - d. Facilities - Building is still under construction.
7. Old Business
- a. Setting Annual Board Goals:
    - i. Develop a plan and timeline to manage and provide oversight to the ABC. Make sure all board members understand this plan.
    - ii. Continuing the next step of building goals after the purchase and remodel are completed.
    - iii. Increase enrollment for long term solvency and sustainability.
    - iv. Increase parent engagement with the goal of having a parent group that is self sustaining.
- Motion to approve above board goals. Rachel 1st, Tami 2nd, approved without dissent.
- b. Board reviewed the budget and considering the current financial condition we cannot approve 1% staff raises. This will be looked at again in January 2020. Barb 1st Kirsten 2nd, approved without dissent.
8. New Business
- a. Over-enrolling 7th and 9th grade - Discussion on increasing potential enrollment for 7th and 9th grade. Motion to approve up to 24 7th graders and 22 9th graders. Rachel 1st, Melanie 2nd, approved without dissent.
  - b. Discuss and review student and employee handbooks. E-curriculum policy - Rachel 1st, Melanie 2nd
  - c. Policy Review
    - i. 401 Equal Employment Opportunity
    - ii. 402 Disability Nondiscrimination Policy
    - iii. 403 Nepotism
    - iv. 406 Public and Private Personnel Data
9. Announcements
- a. Next Board meeting October 15, 2019, at 5:45 pm
10. Adjourn Motion to adjourn - Troy 1st, Tami 2nd, approved without dissent. Meeting adjourned at 8:44 pm.