

Arcadia Charter School
Approved Board Minutes
November 17, 2020

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.

2020-2021 Board Goals

- Identify staff needs and ways the board can support the meeting of these needs
- Develop holistic rubric for assessing board success
- Create and support Education Committee in assessing hybrid model/pandemic response

1. Call meeting to order at 6:33 pm.
2. Verify Quorum - Tammy, Sean, Tami, Melanie, Kirsten, Troy, Rachel and Barb are present. Andrew Berg and Kelly Rimpila from Abdo, Eick & Meyers, accountants, were also present.
3. Approve Agenda - Motion to approve Rachel 1st, Sean 2nd, approved.
4. Consent Agenda
 - a. October 20, 2020 minutes - Motion to approve Sean 1st, Rachel 2nd.
5. 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. One person was present but did not request to speak.
6. Reports:
 - a. Finance Report - Andrew Berg presented the results of the Arcadia audit for year ending 30 June 2020. No irregularities were found and Sean presented the report for the finance committee. Property tax bill may come up to be paid and then get reimbursed later. ThanksGive fundraiser will probably be moved to Spring 2020. Give To The Max Day 2020 is upcoming on 19 November 2020.

- b. Education Report - Laura presented. Articulating the school message was discussed and how to present it. Possibly addressing getting the message out during the board retreat in 2021.
 - c. Facilities Report - No report.
 - d. Fundraising Report - No report.
 - e. Marketing Report - No report.
 - f. [Director's Report](#) - Laura presented. ADM was down one overall in November. Two students left to try full time online schools. One came back. The Japanese Language program has been successful and three students from Northfield H.S. are attending. No backlash about moving to full time distance learning before the rest of the school district. Two students created a book, 8th Graders Guide To Middle School. Hired 2 new para professionals since last month. Arcadia is upgrading wifi and purchased new little robots learning tools for the 6th graders. WBWF goals has a new template that is working well. STAR reporting was moved to 4 December 2020. Would like to start to figure out how to pay for a part time teacher for a health class.
7. Old Business
- a. Student & employee handbook
 - b. Review delegation of tasks and timeline for meeting board annual goals
 - c. Second reading of Policy 524-2. Motion to approve 524-2 USE OF TECHNOLOGY AND TELECOMMUNICATIONS SYSTEMS BY STUDENTS. Sean 1st, Troy 2nd, approved.
8. New Business
- a. Audit report
 - b. Director Review
 - i. Approve Director goals. Motion to approve Director Goals as presented by Laura. Facilitating communication among Arcadia's stakeholders, including between Laura and families, Laura and staff, and between families and staff.
 - Current Priorities and Task List:
https://docs.google.com/document/d/1SUBGnHSvIc09bSFVVs_-iRhXVYFDff2mTJvKMmKicl/edit
 - Facilities and tech work to be done:
<https://docs.google.com/document/d/1Rdm4z5vd5uHrTyrDmL6XDH6bwKqOv1txpZlhq0V3gqc/edit>

Creating a marketing plan in conjunction with the marketing committee to increase enrollment to 118 for 2021-2022, and within five years, stabilize at 126 with waiting lists.

Improve at employment/contract processes (understanding the flow, legal questions) This is an area in which I lack expertise, and it has had an impact on others' work. I'm starting by using my resources--we have Kraus Anderson HR services, so I spent time on the phone with them today to learn more about what they offer, and they are sending me resources. They also offer quarterly training that I plan to attend. Some of

the concerns I had were around background checks and documentation, contracted services vs. employees, and Title IX. Still working on it.

Tami 1st, Barb 2nd, approved.

- ii. Staff survey
 - c. Annual Designations (Title IX, etc.)
 - d. Policy Review
 - i. 528 Student Parental, Family, and Marital Status Nondiscrimination - Reviewed.
 - ii. 532 Use of Peace Officers and Crisis Teams to Remove Students With IEPs From School Grounds - Reviewed.

 - e. A staff member requested a leave of absence with little information. Laura is working on the process to accommodate them, but it is a challenge. A second staff member verbally gave a resignation notice to Laura which will take effect in January of 2021. Staffing plans are being worked on.
 - f. Announcements
 - i. Next Board meeting December 15, 2020.
9. Adjourn - Motion to adjourn. Barb 1st, Rachel 2nd, approved at 8:29 pm.