

Arcadia Charter School  
Approved Board Minutes  
January 19, 2021

**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 6:36 pm.
2. Verify Quorum - Melanie, Barb, Sean, Rachel, Tammy, Tami, Kirsten and Troy. TJ Jones was also present.
3. Approve Agenda - Sean 1st, Tami 2nd, approved.
4. Consent Agenda
  - a. December 15, 2020 minutes - Barb 1st, Kirsten 2nd, approved.
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.
6. Reports:
  - a. Finance Report - Sean reported - Possible PPP loans, looking into maybe applying for one. Purchased some books from the school district, \$11,000 over the next 5 years. Possible refund on unemployment from the state. First read on the adjusted budget for 2020-2021. Making sure the board has a handle on ABC finances and budget. We are working with accountants (KDV) to make sure a long term schedule is in place.

- b. Education Report - Laura reported - Working on a process for the January 2021 board retreat. Welcomed 3 parents to the last meeting.
- c. Facilities Report - Troy reported - Looking for Kelly to advise about ABC money to spend or set aside. Update on the greenhouse from Tami. Barb is helping schedule an annual meeting with the ABC board.
- d. Fundraising Report
- e. Marketing Report - Rachel reported - New volunteer chairperson for the committee. Postcard will be going out. Working on alumni profiles for social media. Laura and Bob are working on a virtual tour for new and prospective families. 8th grade night is being worked out. Various virtual options are being worked on.
- f. [Director's Report](#)  
New students are arriving, mostly transitioned from the HS. A new international student arrived. Arcadia will stay mostly distance learning for the time being even though the state is allowing a return of students on 1 February. The estimate for vaccines of school staff is over 4 months. 2 vaccines are available to start for Arcadia staff. February 22nd is the target date for students returning for school. Some St. Olaf students will be working with some Arcadia students on rhetorical analysis. A new teacher hire is being worked on. The annual meeting with the school authorizer occurred, It went well.

#### 7. Old Business

- a. Final audit report - Laura is forwarding an email copy to board members. Motion to acknowledge the receipt of the audit report - Sean 1st, Barb 2nd, approved.
- b. Winter retreat planning - Separate breakout sessions designed to educate the board on Project Based Learning and Progressive Education. Working to get the board, staff and educators on the same page on the direction for the school. The education committee will meet once to formalize the agenda a little more. Melanie will send out an email invitation.

#### 8. New Business

- a. New board member - Rachel made a motion to approve TJ Jones as a replacement board member, Barb seconded the motion and it was approved.
- b. Approve signers - Motion to approve Sean and Melanie as signatories on the Arcadia checking account. - Tammy 1st, Tami 2nd, approved.
- c. 2020-2021 budget review
- d. Compensation committee - Melanie, Barb, Tammy and Laura will start on the committee.
- e. Review policies on annual review schedule - Look at putting a budget line next year for professional review of the schools policies.
- f. Approve annual report. Motion to approve the Arcadia Annual report. Troy 1st, Kirsten 2nd, approved.
- g. WBWF report
  - i. Updates
  - ii. Presenting to Northfield board
- h. Policy Review
  - i. 608 Instructional Services - Special Education policy - Reviewed by board.
  - ii. 609 Religion policy - Reviewed by board.

- iii. 609-1 Religious Accommodation policy - Revision to wording on second sentence of paragraph E.
  - i. Announcements
    - i. Board retreat on January 30, 2021 at 9 am.
    - ii. Next Board meeting February 16, 2021.
- 9. Adjourn. Motion to adjourn made by Barb, seconded by Tammy, approved.