

Arcadia Charter School  
Approved Board Minutes  
April 20, 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 6:31 pm.
2. Verify Quorum - Laura, Tamra, Kirsten, Sean, Troy, Tammy, Tami, Melanie, Rachel and Barb.
3. Approve Agenda - Sean moved to approve the consent agenda, Tami was second and the motion was approved.
4. Consent Agenda
  - a. March 16, 2021 minutes - Motion to approve 16 March 2021 minutes was made by Tami and seconded by Rachel. Motion 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. Stipends were paid from Motion to approve \$4,000 one time stipend for director, Laura Stelter, was made by Sean and seconded by Melanie. Motion approved. Other stipends for all staff are being worked on and formulated by the director. Cash flow is good, some routine documents will be brought out

later in the meeting. The ABC is holding some cash that belongs to the school and will be transferred to the school this summer.

- b. [Education Report](#) - No report.
- c. Facilities Report - No report.
- d. Fundraising Report - Sean reported that the Gertkins fundraiser raised about \$3000.
- e. [Marketing Report](#) - Rachel reported. 8th grade night is coming along.
- f. [Director's Report](#) - Laura reported. 108 has been the average ADM. Asking for an okay to over enroll 7th, 9th and 10th grades. Current projections could be as high as 133 for the next school year. This is unlikely, but possible. We need an increase of probably 10 for the high school. Her current plan will end up with a total of about 120 ADM. This is all educated guess work and is subject to change. The largest class size would be 25, but probably 23. Staffing possibilities for next year are actively being worked on. Zero cases of covid have been reported on campus so far. Planning on May term is underway. A therapy dog is a possibility for the next school year. An incident happened with a student and Benjamin Bus. Laura has been working on an alternative for the student and has consulted with our insurance company. Probably going to use a local storage company to keep some items in.

#### 7. Old Business

- a. Board retreat debrief - Get back to next month.
- b. Board self-evaluation (survey in folder) - Will go over results during the May meeting.
- c. Director evaluation - The evaluation came out well for the director and we are grateful for her hard work and dedication to the school and the position. The parent survey about the school was positive, and somewhat surprisingly, favorable even during the pandemic and distance learning.
- d. Teacher/staff appreciation events - The list Melanie came up with is being filled in with volunteers to make an appreciation week happen.

#### 8. New Business

- a. Review 2021-2022 Calendar - Motion to approve the Arcadia Charter School 2021-2022 calendar made by Barb. Seconded by Rachel, approved.
- b. Approval of 990 - Motion to approve the IRS Form 990 from the IRS. Motion made by Sean, Barb 2nd, approved.
- c. Budget 2021-2022 update
- d. Increasing class size for 7th, 9th and 10th grades. Motion to approve the cap for high school from 72 to 82 for the next school year, 2021-2022. Motion made by Rachel, 2nd by Tammy, approved.
- e. Parent survey results - already covered during the director report.
- f. Board recruits - 2 teachers and 1 parent have already said they would run for a board position. One more parent position is available.
- g. Board manual updates - Sean and Tammy have slightly older versions of a board manual. Troy agreed to take it on as a summer project to get updated.
- h. Policy Review
  - i. 730 Fund Balance - Motion to approve the policy 730 Fund Balance (after minor typo fix) by Barb, Tamra 2nd, approved.

- ii. 802 Service Animal - Motion to approve policy 802 Service Animal was made by Barb, 2nd by Kirsten, approved.
    - iii. 806 Crisis Management
  - i. Announcements
    - i. Next Board meeting May 18, 2021
- 9. Adjourn - Motion to adjourn made by Barb, 2nd by Troy, approved.