

Arcadia Charter School
School Board Meeting Minutes
September 20,2022

Financial sustainability and growth

- Create a development plan
- Continue fundraising while considering alternative revenue sources

Staff sustainability and development

- Achieve adequate staffing levels
- Support staff growth and fulfillment

Communications

- Develop internal communications plan
- Update marketing and educational materials for the public

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

Board Goals:

- Identify staff needs and ways the board can support the meeting of these needs
- Develop holistic rubric for assessing board success
- Increase community and parental involvement in board-related service and committees

1. Call meeting to order by Kathleen at 6:32
2. Verify Quorum
 - a. In attendance: Kathleen Schmidt, Tammy Prichard, George Cusack, David Wolff, Shannon Fields, Tami Kasch-Flugum, Jo Janssens, Barb Wornson.
Laura Stelter attended via meet.
3. Approve Agenda
 - a. Motion to Approve by George Cusack
 - b. Seconded Tami Kasch-Flugum
 - c. Discussion
 - d. Motion Approved
4. Consent Agenda
 - a. Annual Meeting Minutes–August 16,2022
 - i. Noted that Barb Wornson did agree to be Vice Chair
 - ii. Motion to approve: Tammy Prichard
 - iii. Seconded by: George Cusack
 - iv. Discussion
 - v. Motion Approved

- b. August 16, 2022 minutes
 - i. Motion to Approve: George Cusack
 - ii. Seconded by: David Wolff
 - iii. Discussion: Did we announce the foundation....not quite set up yet.
 - iv. Motion Approved
 - c. Special Board Meeting Minutes–MSHSL
 - i. Motion to Approve Tami Kasch-Flugum
 - ii. Seconded by David Wolff
 - iii. Discussion: None
 - iv. Motion Approved
5. Speaker's Corner - - There are no visitors/ speakers to our meeting. 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](#) by Tammy Prichard - Highlights include:
 - i. Reviewed the Financial Statements/ expenses
 - ii. The audit is complete and will be presented in October.
 - iii. Suggestion made to add descriptors in the check register.
 - iv. Need to develop a policy for Capital Asset Policy... the policy will be developed by the Polity committee.
 - v. Financial Report highlighted. - see report. Revenue and expenses are on track for this point in the year.
 - b. District Advisory Committee: Did not meet
 - c. [Facilities](#) Report: Will be planning to meet. Members include Shannon Fields, Barb Wormson, Laura Stelter. Concerns about the parking lot were raised and parent volunteers will be identified. Chris Sullivan Kelly and Christopher Hunt signed up for Facilities.
 - a. [Marketing Report](#)
 - i. Discussed how to reach out to current families to increase enrollment for 6th grade, and other grades.
 - ii. Fundraising discussion with student led activities... talk to students about what they want to do.
 - iii. Student led merchandise where all the proceeds go to the art department, or greenhouse or areas they identify.
 - iv. Social Media discussion - need for adjustments.
 - d. [Director's Report](#) Highlights include
 - i. ADM discussion / 108.89 - will be higher with PSEO added back in.
 - ii. Director Goals were updated - as noted in the report.

- iii. New Social Contract completed during Opening Expedition
- iv. Policy: Policy committee will be meeting with other professional related personnel.
- v. MSHSL: All Arcadia students will have the opportunity to participate with the Northfield Public Schools. An announcement will be made soon.

7. Old Business

- a. Strategic planning—had been tabled at last meeting
 - i. Strategic planning completed at the retreat and presented to the Authorizer.
 - ii. Board Goals created from the strategic plan
 - iii. Actual need is to Check in on the Board Goals.
 - 1. Parent survey completed
 - 2. Kathleen and Laura will identify staff needs and bring them to staff.
 - 3. Rubric will be shared with Board by Laura and will be reviewed at the next Board meeting.
- b. Student discipline and policies—had been tabled at last meeting
 - i. Policy committee will need to look at this, update the student discipline, and bring something back to the board.
 - ii. There is a board policy document and the master board policies need to be updated
 - 1. Action Item: Check with past Board Chair about the updating dates for review.
- c. Arcadia Foundation
 - i. Still working on the logistics to create this Foundation.
- d. MSHSL Update
 - i. Report covered in the Directors Report

8. New Business

- a. Board goals:
 - i. Continue with goals listed at the top of the page—reviewed together
- b. Policy Review
 - i. 407 Employee Right to Know Exposure to Hazardous Substances
 - 1. Policy will be marked reviewed.
 - ii. 408 Subpoena of a School District Employee
 - 1. Action Item: Policy committee will review and possibly add the information that clarifies what is considered as “directory information” - Public and Personnel Information definitions are found in Policy 406.
 - 2. Will do a second read after reviewed.
- c. Announcements
 - i. Next Board meeting Tuesday, October 18, 2022

9. Motion to Adjourn

- a. By Tami Kasch-Flugum
- b. Seconded by George Cusack
- c. Meeting Adjourned at 8:00pm