

Arcadia Charter School
School Board Meeting Agenda
October 18, 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: 6:32 by Kathleen Schmidt
2. Verify Quorum: Quorum Verified - In attendance- Tamra Paulson, Tammy Prichard, Kathleen Schmidt, Shannon Fields, Jo Janssens, David Wolff , Barbara Wornson
3. Approve Agenda: Tamra Paulson
 - a. Second: Tammy Prichard
 - b. Motion approved
4. Consent Agenda
 - a. September 20, 2022
 - i. Motion to approve Minutes from 9/20/2022 Meeting: Jo Janssens
 - ii. Second: Tammy Prichard
 - iii. 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](#)

Tammy Prichard summarized this statement and highlighted current trends, including lunch money status, ADM numbers, fund balances, financial statements, ABC Building Company finances, and the September Financial Reports

- a. District Advisory Committee–did not meet
- b. Facilities Committee: Looking at replacing the numbers on the doors, update chemical safety sheets, looking at air handling issues, batteries for the thermostats. Barb is researching how the ABC board works for repairs - re: quotes for parking lot repair. Getting blinds for classrooms, exchanging fluorescent with LED. Site planning with regards to the Greenhouse and cabinets. Checking on requirements on playground equipment. Create a scheduled maintenance plan. See report.
- c. [Marketing Report](#) Jo met with Marketing person from Laura Baker
- d. [Director's Report](#)
 - i. Laura reviewed her report. See Report
 - ii. Discussed the the LIEP program related to Translanguaging. Requesting funds to support the development of this LIEP plan.
 - iii. Motion to approve funds of just over \$300 to purchase materials: Barb Wornson
Seconded by; Jo Janssens
 1. Discussion no/ David Wolff abstained due to potential purchasing conflict.
 - iv. Motion Passed

7. Old Business

- a. Arcadia Foundation: Is an official organization.
 - i. Planning to launch the foundation with a solid plan - after January 1, 2023.
 - ii. Melanie Cashin - Chairperson, Kirsten Zillmer - Secretary , Bob Gregory-Bjorklund - Treasurer
- b. MSHSL Update: See Directors report for details

8. New Business

- a. Data Practices training provided by Laura Stelter with video.
- b. Board Retreat–January 2023
 - i. January 28, 2023 from 1:00pm - 4:00pm
- c. Fundraising:
 - i. Team from the board for fundraising will be a subcommittee of Marketing - will include: Jo Janssens, David Wolff , Kathleen Schmidt and possibly George Cusack - in consultation with outside resources Would like to invite students to join the committee. Next meeting of the Marketing committee is schedule 10/20/2022. Checking on the date due to MEA.
- d. Personnel: Health Aide left and we are hiring Crystal Miller to join our paraprofessional staff. Currently, health aide is divided position.

- e. Director's Survey: Kathleen is seeking two people to gather the information, summarize and provide the feedback summary to Laura. Jo Janssens and Barb Wornson.
 - f. Motion made to Transfer of Funds from Fund 01 to Fund 02 for FY 22: Barb Wornson moved
 - i. Jo Janssens seconded.
 - ii. Motion passed
 - g. School Lunches: Are we going to continue providing the lunches when the numbers of people ordering food is declining and Arcadia is paying the cost. The recommendation is to do a survey with families to determine if people are going to be using the service, will we discontinue and what will families need as a replacement. May need to discontinue.
 - h. Policy Review
 - i. 410–Family and Medical Leave Policy: recommendation that this policy be reviewed by Krause Anderson - our benefits provider.
 - ii. 412–Expense Reimbursement: Reviewed
 - i. Announcements
 - i. Give to the MAX day is 11/17/2022
 - ii. Gerten's Fundraiser closes on 10/20/2022
 - iii. ThanksGive on December 2, 2022.
 - iv. Next Board meeting Tuesday, November 15, 2022 at 6:30pm
9. Adjourn at 8:05pm
- a. Motion to adjourn: Barb Wornson
 - b. Seconded: Tammy Prichard
 - c. Motion Passed.