

Arcadia Charter School
Minutes of the School Board Meeting
May 16, 2023

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 at 6:32pm
 - a. Reading of Thank you note!
2. Verify Quorum
 - a. In attendance: Tammy Prichard, Tamra Paulson, Laura Stelter, Kathleen Schmidt, Tami Kasch-Flugum, George Cusack, David Wolff, Jo Janssen, Shannon Fields,
 - b. Absent: Barb Wornson
3. Approve Agenda
 - a. Motion to Approve: Tamra Paulson
 - b. Seconded: David Wolff
 - c. Motion approved
4. Consent Agenda
 - a. [April 18, 2023](#)
 - b. Motion to approve: George Cusack
 - c. Seconded: Tami Kasch-Flugum
 - d. 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.
 - a. No speakers were present for this Speaker's Corner
6. Reports:
 - a. [Finance](#)

- i. Tammy provided the financial report and highlighted the important information as noted on the attached report. Discussion was held regarding the investment of the extra funds in the fund balance; Percentage amounts to keep on hand and how we make the most of this current excess in funds. Goal was determined to be to make the most of the money now, as we know we will have a deficit next year. A motion will be addressed in the New Business. The Board reviewed the Arcadia Budget Model for the 23/24 year and discussion was held about the details of this model for next year.
 - 1. [Arcadia April 2023 Financial Report](#)
 - 2. [Arcadia April 2023 Supplemental Information](#)
 - 3. [Arcadia Budget Model for 2023/2024](#)
- b. [Marketing](#)
 - i. Jo presented the minutes of the meeting held on 5/8/2023 -
 - 1. Highlighted a grant application for the Mountain Bike Program. Will include teaching all students Pedestrian and Bike Safety and have a fleet (20-25) of bikes that will support our activities without spending money on transportation. Creating additional programs to keep up the bikes. Community bike connections will be beneficial. Grant will cover the cost of the bikes and training.
 - 2. Reunion was discussed. Still seeking volunteers to be on a working committee to plan and organize. Virtual Flyer suggested for Facebook and social media options. Next meeting will be 5/22/2023.
 - 3. Northfield Pride Day on June 3rd at the park - looking for support from volunteers.
 - 4. Yard sign discussion
- c. Facilities
 - i. Shannon reported on the activities
 - 1. Speakers installed in the Great Room
 - 2. All the lights have been switched to LED
 - 3. All MSDS sheets collected.
 - 4. Door numbers will be updated
 - 5. June 12th - Recommending that the Monday after graduation - encourage staff to come in and clean the school.
 - 6. Set a due date of June 15 to clean up May Term materials around the building
 - 7. Better Air - Annual Maintenance will be on 5/22/2023
 - 8. Graffiti - in one of the bathrooms. HS scrubbed it off and then HS talked to the Middle School students about not doing graffiti.
- d. [Director's Report](#)
 - i. Laura highlighted all components of her report. Please see the attached report.

7. Old Business

- a. 2022-2023 Budget Revised and Approval moved to June meeting.

- b. Board Elections—awaiting one more community member candidate
 - i. One board member needed to verify election results: David Wolff volunteered.
- c. Investment Policy—review/approve
 - i. [705 Investment Policy](#)
 - 1. Discussion about the policy and some adjustments regarding researching highest yield versus being able to check local sources. Changes recommended and the policy will be updated as discussed.
 - ii. Motion to approve the **705 Investment Policy** with noted changes: George Cusack
 - iii. Seconded: Jo Janssen
 - iv. Motion approved.
- d. Board Self Evaluation
 - i. To be completed by end of May and report out at June Board meeting
- e. Director Survey review with Director by end of May
 - i. Report to the Board at June Meeting
- f. 20th Anniversary Celebration: Reported on in the Marketing Committee Report

8. New Business

- a. First read of 023-2024 Budget was read during Finance Report
- b. New part time (24 hours per week) Administrative Assistant position - discussed.
 - i. Motion to approve: George Cusack
 - ii. Seconded: David
 - iii. Motion approved
- c. Discuss and approve investment amount for the CD
 - i. Motion was made: Treasurer and Executive Director will invest \$200,000 in Certificates of Deposit at Community Resource Bank for a period up to one year.
 - ii. Seconded: George Cusack
 - iii. Motion approved.

9. Announcements

- i. Next Board meeting Tuesday, June 6, 2023 6:30pm

10. Adjourn

- a. Motion to Adjourn: George Cusack
- b. Seconded: Tami Kash-Flugum
- c. Motion approved

11. Meeting adjourned at 8:20pm