

Arcadia Charter School
School Board Meeting Agenda
December 19, 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 6:32 pm
2. Verify Quorum:
 - a. In attendance: Tammy Prichard, Tami Kasch-Flugum, Shannon Fields, Jo Janssens, Heidi Brousseau, Gabe Meerts, Laura Stelter, Katie Simon, David Wolff
 - b. Online/Non-voting: Tamra Paulson
3. Approve Agenda
 - a. Motion to Approve updating the agenda to include additional policies: Tami Kasch- Flugum
 - b. Second to Motion: David Wolff
 - c. Motion Approved Unanimously
 - d. Motion to approve Updated Agenda : Gabe Meerts
 - e. Seconded: Katie Simon
 - f. Motion Approved Unanimously.
4. Consent Agenda
 - a. [November 14, 2023](#) Board Meeting Minutes
 - i. Motion to Approve the Board Meeting Minutes and the policies below that were reviewed at the last meeting: Tammy Prichard
 - ii. Second: David Wolff
 - iii. Motion Approved Unanimously.

b. Policies

1. [101 Legal Status of the Charter School](#)
2. [101-1 Name of the School District](#)
3. [102 Equal Educational Opportunity](#)
4. [103 - Complaints - Students, Staff, Parents, Other Persons](#)
5. [104 School District Mission Statement](#)
6. [105 Admissions Policy](#)

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 visitors attended to speak in the speakers corner.

6. Reports:

a. [Finance](#). Tammy Prichard highlighted the report of the most recent meeting and the reports listed below. Audit and Annual Financial information from ABDO are also attached in links listed below. Reports were reviewed by board members, clarifying questions about expenses were addressed,

- i. [Arcadia November 2023 Financial Report](#)
- ii. [Arcadia November 2023 Supplemental Report](#)
- iii. Reports from ABDO from our audit & annual financial information
 1. [2023 FINAL Annual Financial Report](#)
 2. [2023 FINAL Audit Presentation](#)
 3. [2023 FINAL Executive Governance Summary](#)
 4. [2023 FINAL Fund TB](#)
 5. [2023 FINAL Government](#)
 6. [2023 FINAL Reclassifying Journal Entries Reports](#)
 7. [2023 FINAL Adjusting Journal Entries Reports](#)

b. Marketing: Jo highlighted the meeting notes - linked below. Board discussed marketing tools and options that have been considered, implemented or addressed with marketing in mind.

- i. [Notes from 2023-11-21 Meeting](#)
- ii. [Notes from 2023-12-12 Meeting](#)

c. Facilities: Shannon - Indoor Air Quality Compliance Manual presented to board. Getting parts for the Great Room Door. Looking to install a key Fob on Door number 2 - at the cost of about \$4000 -paid for by the Arcadia Building Company. Laura will check in with the building company Looking to add Door numbers with vinyl. David is working on a work day. Cleaning Carpets in Middle School advisories over break. Annual Maintenance plan is being created. Question about how the roof is looking - Better Air is checking on it. Gaga Ball Pit has been installed. Laura is researching a grant for bathroom renovations. Next meeting is January 8th, 2024.

d. Education: Recommended that the name of this committee be changed to District Advisory Committee. This committee is rebuilding with $\frac{2}{3}$ of committee members as parents and hope

for language components. Katie Simon and Laura Stelter will research the details/ requirements for this committees.

- e. [Director's Report](#): Laura reported with the attached report. Laura included the presentation report to the Northfield School Board (Authorizer Report).

7. New Business

- a. [Midterm director review](#): The board reviewed the report, highlighting positives and areas of concern. Ideas were shared and encouragement for the progress made.
- b. Completed in the Directors report. Director preview - presentation of report to the Northfield School Board
- c. January Board Retreat Planning—January 20 1:00-4:00 pm
 - i. Marketing strategy: 1 - 1 ½ hour addressing marketing
 - ii. Policies: Review Policies
 - iii. Address and discuss the Arcadia Rubric

8. Review Policies: Highlighted by Policy Committee

- a. [705 Investments](#): Revised and reviewed - If all agree with the revisions, move to consent agenda for next month for approval.
***Katie reviewed the board policies below - all are new and will be brought forward next month for approval with any revisions recommended. Jo will be added to the Policy committee to assist with review of policies
- b. [203.1 School Board Meeting Procedures Rules of Order](#)
- c. [203.2 Order of the Regular Charter School Meeting](#)
- d. [203.6 Consent Agenda](#)

9. Announcements

- i. Project Presentation Night – January 11, 2024 / 6:30 - 8:00pm
- ii. Next Board meeting Tuesday, January 16, 2023 6:30pm

10. Adjourn

- a. Motion to adjourn: Tammy Prichard
- b. Seconded: David Wolff
- c. Motion Approved Unanimously!