

Arcadia Charter School
School Board Meeting Agenda
July 23, 2024 5:00 pm

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

Virtual Participation Link: To join the video meeting, click this link: <https://meet.google.com/vat-dnbg-iwm>

Otherwise, to join by phone, dial +1 413-679-2819 and enter this PIN: 846 749 815#

1. Call meeting to order 5:02pm
2. Verify Quorum
 - a. In attendance: Tammy Prichard, Tami Kasch-Flugum, Heidi Brousseau, Katie Simon, Jo Janssen, David Wolff, Gabe Meerts, Tamra Paulson.
 - b. Quorum Verified
3. Approve Agenda
 - a. Motion to approve the agenda: Tami Kasch- Flugum
 - b. Seconded: Katie Simon
 - c. Motion approved unanimously.
4. Consent Agenda
 - a. No Consent Agenda
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 at this meeting.
6. Special Session Item: Policy 731: Procurement Policy
 - a. **From Minnesota Association of Charter Schools: "**
 - i. ***The 2024 Legislature enacted statutory language that requires all charter schools to adopt a procurement policy before spending any state funds.**** Minnesota Statute 124E.26 subd. 4 outlines this mandate and

components that must be included in each school's procurement policy. This legislation goes into effect on **August 1, 2024**, thus **a procurement policy should be adopted by each charter school board prior to August 1, 2024**

- ii. MACS also noted the importance of being very diligent in documenting the school's adherence to the adopted policy.

- b. With a model policy from MACS, Katie Simon and Laura Stelter drafted a policy that will be in compliance with the state statute. Katie reviewed the policy components and decisions were made regarding the top dollar amounts for spending of the director and employees for purchases. Additionally, purchase control procedures were drafted, reviewed, agreed upon, as well as the purchase request form, already in place.
- c. [Policy 731 Procurement Policy draft](#)
- d. Related documents: [purchase control procedures](#), [purchase request form](#)
- e. Due to the short timeline provided by the state requirements, this special meeting was called in order to put this policy into place by the deadline of 7/31/2024. It is noted that this policy will meet all of the requirements needed to meet the state requirements.
- f. Motion to approve Policy 731: Procurement Policy: Tamra Paulson
- g. Seconded: David Wolff
- h. Motion Passed Unanimously.

7. Announcements

- i. Next Board meeting Tuesday, August 20, 2024 6:30pm

8. Meeting adjourned at: 5:25pm