

Arcadia Charter School  
School Board Meeting Minutes  
November 19, 2024

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#

**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 6:33pm

2. Verify Quorum

- a. Participating remotely - Katherine Simon from Chicago Marriott Southwest at Burr Ridge, 1200 Burr Ridge Parkway Burr Ridge, Illinois 60527
- b. In attendance: Gabe Meerts, Tammy Prichard, Dove Mitchell, Heidi Brosseau, Hassle Morrison, Tamra Paulson, David Wolff, Laura Stelter
- c. Virtual attendance: Katie Simon
- d. Quorum Verified
- e. Absent: Lakisha

3. Approve Agenda

- a. Motion to Approve: Heidi Brousseau
- b. Seconded: Hassel
- c. Motion Approved Unanimously

4. Announcements and Acknowledgements

- i. Next Board meeting Tuesday, Dec 17, 2024 6:30 PM

- ii. Acknowledge the staff who is taking on the new math program: Laura Stelter, Tammy Prichard, Hudson Ades, Taylor Freiermuth, Dove Mitchell, Angela Heidtke, Morgan McCarty, Tamra Paulson (sped math)
- iii. Acknowledgement of teachers who expanded to every day - Kelly DeShane, Chris Sullivan Kelly, Scott Grave, Laura Stelter, Melissa Roth,
- iv. New teachers taking on the extra: Morgan McCarty, Dove Mitchell, Taylor Freiermuth, Noah Schomburg, Hudson Ades
- v. Disclosure: Gabe Meerts subs for Northfield Public Schools (our authorizer) and for Arcadia Charter School.

5. Consent Agenda

- a. [Meeting Minutes October 15, 2024](#)
- b. Motion to Approve Consent Agenda: Tammy Prichard
- c. Seconded: David Wolff
- d. Motion Approved Unanimously

6. 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. Aaron Rothmeyer: asked and invited to come here. Parent of several students here and would like to be considered for the school board.

7. Reports:

- a. Finance: by Tammy Prichard as treasurer. Reports below reference Arcadia's Finances Updated the loan refinancing - waiting for CNB to determine the loan details (terms/rates)
  - i. [November 14, 2024 Finance Committee Agenda & Minutes](#)
  - ii. [Arcadia October 2024 Financial Report](#)
  - iii. [Arcadia October 2024 Supplemental Report](#)
- b. Marketing: Dove Mitchell reported. Laura is continuing to increase enrollment. Spots are available. Talked a Prairie Creek Day - hosting in January. Elliot Fox- Deel and Kendra Rasmussen have been working on social media and the website and school flyer (it is Elliot's Senior Project). Nerstrand Elementary separate trip to come and visit. Discussed not doing mass mailers as it is more effective to deliver information. Mention of "Bring a friend to Arcadia Day".
- c. Facilities: David Wolff - Met on 11/11/2024 Chris Sullivan Kelly email to parents about a work day and support, painting, swing chairs, sprinkler system, resealing the bathroom floors and rescheduling the fire marshall visit.
- d. [Policy](#) - Katie reported that the goal is to update ALL of our policies through the MSBA - next slate are on the agenda today. Current versions are in the shared drive. This month is 200s, 800s and 900s. There are some number changes due to the grouping of the policies. First introduction is under new business - Second Review is under Old Business -
- e. [Director's Report](#) - Laura Stelter reported - see attached report for details.

## 8. Old Business

- a. Mortgage refinance updates: Still waiting
- b. Director evaluation process update: Katie explained that the regular survey went out to staff - the process is to send evaluation in the fall and spring. Adding an opportunity to connect with staff to consider the model change and impact of the change - asking for feedback. Trying to make it as flexible as possible - either meeting with focus groups or survey or individual meets with the Board Chair. Reporting will likely happen in January. Any board member is welcome to join in the process.
- c. Policies: Second Reviews - Note that Policies # 207 - 214 should be on the First review section. 524.2 is listed twice.
  - i. [Copy of 524.2 INTERNET ACCEPTABLE USE AND SAFETY POLICY 2024 up...](#)
  - ii. [702 Accounting NEW](#)
  - iii. [Copy of 703 Annual Audit.docx](#)
  - iv. [707 Transportation Policy](#)
  - v. [Copy of 709 Student Transportation Safety Policy.docx](#)
  - vi. [Copy of 724 School District General Records Retention Schedule.docx](#)
  - vii. [Copy of 730 Fund Balance Policy.docx](#)
  - viii. [Copy of 206 Public Participation in School Board Meetings.docx](#)

## 9. New Business

- a. Policies for first review
  - i. [Copy of 207 Public Hearings.docx](#)
  - ii. [Copy of 208 Development, Adoption, and Implementation of Policies.docx](#)
  - iii. [Copy of 210-1 Conflict of Interest - Charter School Board Members.docx](#)
  - iv. [Copy of 211 Criminal or Civil Action Against School District, School Board Mem...](#)
  - v. [W Copy of 212 Charter School Board Member Development.docx](#)
  - vi. [W Copy of 213 CHARTER SCHOOL BOARD COMMITTEES.docx](#)
  - vii. [Copy of 214 Out of State Travel by School Board Members.docx](#)
  - viii. [802 Service animal policy](#)
  - ix. [902 Use of School facilities and equipment](#)
  - x. [902.1 Facility Neutrality and Equal access for student extra-curricular activities](#)
  - xi. [902.2 Facility Neutrality and Other outside youth and community groups](#)
  - xii. [903 Visitors to school district buildings and sites](#)
  - xiii. [910 Parent involvement policy](#)
- b. Board member withdrawal and replacement: Lakisha is no longer eligible to be parent board member and she has not responded about a different role. Lakisha has missed three board meetings with this vacancy. We as a school board can now appoint a member to fill out the school year.
  - i. Motion to Withdraw Lakisa:Tammy
  - ii. Second: Dove

- iii. Discussion
- iv. Motion passed unanimously.
- v. Motion to appoint Aaron Rothmeyer as a parent board member for the remainder of this school year.
- vi. Second: Dove
- vii. Discussion
- viii. Motion Passed Unanimously.

## 10. Adjourn