

Arcadia Charter School  
School Board Meeting Agenda  
April 15, 2025

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 6:34pm

2. Verify Quorum

- a. In attendance: Hassel Morrison, Tammy Prichard, Dove Mitchell, Gabe Meerts, Aaron Rothmeyer, Heidi Brosseau, David Wolff, Katie Simon, Tamra Paulson, Laura Stelter
- b. Absent: None
- c. Participating remotely - None

3. Approve Agenda

- a. Motion to Approve Agenda: Tammy Prichard
- b. Seconded: Gabe Meerts
  - i. Discussion - remove 2025-2026 Calendar
  - ii. Motion to Amend Consent Agenda to move Calendar to End of Old Business: David Wolff
  - iii. Seconded: Dove Mitchell
  - iv. Motion to Amend Passed Unanimously
- c. Motion to Approve Agenda Passed Unanimously as amended

4. Announcements and Acknowledgements

- i. Next Board meeting Tuesday, May 20, 2025
- ii. Facilities Committee did an amazing job - coordinating families and students to improve our facilities on Work Day 4/12/2025
- iii. Middle School Dance - 6th grade parents hosted and Taylor/Noah assisted. Many students attended.
- iv. New parent engagement has increased - positive effect.
- v. The Social Worker had her baby significantly early. Happy and healthy -even though small - all are well. Baby Shower coming.

#### 5. Consent Agenda

- a. Motion to Approve Consent Agenda: Tammy Prichard
- b. Seconded: Heidi Brosseau
- c. Motion Approved Unanimously
- d. Consent Agenda
  - i. [Minutes of Arcadia Charter School Board Meeting 3.18.2025](#)
  - ii. ~~2024-2025 Arcadia School Calendar~~ ([LINK TO BE ADDED](#))
  - iii. Policies for final review:
    - 1. [Copy of 609 Religion.docx](#)
    - 2. [NEW 404 EMPLOYMENT BACKGROUND CHECKS](#)  
Policy recommended for being rescinded:
    - 3. [609-1 Religious Accommodation.docx](#)
    - 4. [542 Intoxication Policy.docx](#)

- 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.

#### 7. Reports:

- a. Finance: Tammy Prichard, Treasurer, highlighted the Financial Notes, Financial Reports and Supplemental Reports, as well as the ABC (Arcadia Building Company) Fund Activity and Supplemental Report.
  - i. [March Financial Notes \(no meeting/notes\)](#)
  - ii. [Arcadia ABC March 2025 Fund Activity Report](#)
  - iii. [Arcadia ABC March 2025 Supplemental Report](#)
  - iv. [Arcadia March 2025 Financial Report](#)
  - v. [Arcadia March 2025 Supplemental Report](#)
- b. [Marketing](#): Report from Marketing meeting- see notes
- c. Facilities: David Wolff reporting
  - i. Excellent Spring Work Day - Tesla was painted. Carpets cleaned. Other painting. Washed the recycle bins and trash cans. Stump removal. Bird houses hung, stucco washing, Arcadia Sign cleaned up. Thanks to everybody!! People brought food. Next meeting on 5/12/2025.
  - ii. Wind screen for the front door. Door swings open too wide.




- d. [Policy](#) Report by Katie Simon - meet every 2 weeks - see report about upcoming policies.
  - i. Will be addressing mandatory policies that need to be addressed.
- e. [Director's Report](#) - Report by Laura Stelter
  - i. Note brought before the board for review - for the Procurement procedures for getting bids. [Procedures for requesting and accepting bids](#)

## 8. Old Business

- a. Election Committee update (Katie, Tamra, Tammy) - will adjust the election policy and then come back for approval at the next board meeting - before the next board election.
  - i. Elections will be held May 12, 2025 through
- b. Parent Survey planning update (Katie has sent an email to parents for participation - working on the questions for the survey - with Kenda and engaged parents. Need board members to help review and summarize the results. What does this information mean for the board? Goal to send the survey out toward the end of the week 4/19/2025
- c. Teacher appreciation week update (Kendra Rasmussen is in charge of this) Has documents
  - i. Katie will follow up.
- d. Policy updates for second review
  - i. [Copy of 413 Harassment and Violence 06.11.2024](#)
  - ii. [606 Textbooks and Instructional Materials NEW](#)
  - iii. [Copy of 608 Instructional Services - Special Education revised 03012025](#)
  - iv. [Copy of 615 Testing Accommodations, Modifications, and Exemptions for IEP, S...](#)
  - v. [NEW 616 Charter School System Accountability .docx](#)

## 9. New Business

- a. Budget draft walk-through- to get orientation for review to discuss at the next board meeting.
  - i. Laura gave a general overview of the budget for 2025-2026 and moving forward.
  - ii. [Budget review](#)
  - iii. Motion to Approve Calendar 2025-2026: Gabe Meerts
  - iv. Seconded: David Wolff
  - v. Motion Approved Unanimously
- b. Board self-evaluation and training planning (Katie, Tammy, Tamra)
- c. Director spring evaluation planning (Katie, Gabe and Aaron)
- d. Policy updates for first review
  - i. [NEW 404.2 BACKGROUND SCREENING STANDARDS](#) - based off NF
  - ii. [NEW 404.1 GENERAL INFORMED CONSENT FORM.docx](#) - note, BCA form
  - iii. [425.1 Staff Development Specific to Special Education 06.11.2024](#)
  - iv. [512 SCHOOL-SPONSORED STUDENT PUBLICATIONS AND ACTIVITIES w/ ...](#)
  - v. [Copy of 604 Instructional Curriculum revised 03102025](#)
  - vi. [NEW 613 Graduation Requirements revised 04072025](#)
  - vii. [NEW 620 Credit for Learning revised 04072025](#)

- viii.  NEW 704 Development and Maintenance of an Inventory of Fixed Assets and a...
- ix.  Copy of 705 Investment Policy revised 4/7/2025 and  705.1 Investments Table

10. Adjourned at 9:00pm