

Arcadia Charter School  
School Board Meeting Minutes  
May 20, 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 6:33pm

2. Verify Quorum

- a. In Attendance: Aaron Rothmeyer, Tammy Prichard, David Wolff, Heidi Brousseau, Gabe Meerts, Dove Mitchell, Tamra Paulson, Hasel Morrison, Katie Simon
- b. Absent: none
- c. Participating remotely - None







3. Approve Agenda

- a. Motion to Approve Agenda: Dove Mitchell
- b. Seconded: Tammy Prichard
- c. Motion approved unanimously

4. Announcements and Acknowledgements

- i. Next Board meeting Tuesday, June 10, 2025 (Dove will take notes)
- ii. Wonderful community news that Frankenstein and Prom were great events.
- iii. Thanks so much from the staff for the Teacher Appreciation Week!
- iv. St. Olaf, colleague of Hassel, had good things to say about the positives effects of her son coming to Arcadia.


## 5. Consent Agenda

- a. Motion to approve Consent Agenda: Dove Mitchell
- b. Seconded: David Wolff
- c. Motion Passed Approved Unanimously
  - i.  Copy of Minutes of Arcadia Charter School Board Meeting 04.15.2025
  - ii. Policies for final review:
    1.  Copy of 413 Harassment and Violence 06.11.2024
    2.  606 Textbooks and Instructional Materials NEW
    3.  Copy of 608 Instructional Services - Special Education revised 03012025
    4.  Copy of 615 Testing Accommodations, Modifications, and Exemptions fo...
    5.  NEW 616 Charter School System Accountability .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.











- a. No Speakers at this time.

## 7. Reports:





- a. Finance: Presented by Tammy Prichard - see attached notes.
  - i. [April Financial Notes](#)
  - ii. [Arcadia April 2025 Financial Report](#)
  - iii. [Arcadia April 2025 Supplemental Report](#)
- b. [Marketing](#) : Presented by Dove Mitchell - see Notes
- c. Facilities: Presented by David Wolff
  - i. Debriefed the work day
  - ii. Service project - encourage parents to bring a friend
  - iii. April 11th, 2026 - Next Year Work Day
  - iv. Wrap up day on Monday, 6/9/2025
  - v. Discussed Carpet Cleaner possibilities.
  - vi. Getting Tesla a bit more organized and asking Noah what needs to be done.
  - vii. Said goodbye to student members.
- a. [Policy](#): Presented by Katie Simon
- d.  Director's Report 5/20/2025 as presented by Laura Stelter

## 8. Old Business

- a. Budget approval - Laura Stelter presented the budget plan  
 Arcadia Budget Model- 3.13.25.pdf
  - i. Motion to Approve : Tammy Prichard
  - ii. Seconded: Gabe Meerts
  - iii. Motion approved Unanimously
- b. Election Committee update (Tammy, Tamra, Katie)

- i. Ballots went out and will stay out until 6/9/2025 - Term will be 3 years.
    - 1. Will need to manage terms so we don't have to fill many in one year.
  - ii. Count ballots just before the 6/10/2025 meeting.
  - iii. Secretary will not be available for these two meetings.
  - iv. Vice Chair will count the ballots in the absence of the Secretary.
  - v. Chair will count in the absence of Vice Chair
- c. Parent Survey update
  - i. Survey will be pushed out as is - Tammy and Tamra will assist with summarizing the results for a report at the next meeting.
- d. Board Self evaluation and training planning update - anonymous
  - i. Survey will be sent out as is - Will be reviewed at the 6/10/2025 meeting
- e. Director spring evaluation update
  - i. Will be sent out tomorrow and reviewed and summarized at the 6/10/2025
- f. Policy updates for second 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

## 9. New Business

- a. MSHSL Resolution -
  - i.  2025-2026\_MSHSL\_Resolution\_for\_Membership\_-\_A.pdf
  - ii. Motion to adopt the MSHSL Resolution: Heidi Brousseau
  - iii. Seconded: Aaron Rothmeyer
  - iv. Motion approved unanimously
- b. Policy updates for first review
  - i.  NEW 520 STUDENT SURVEYS092922 CHARTER.docx - MSBA model language, mandatory policy
  - ii.  NEW 601 Charter School Curriculum and Instruction Goals mandatory policy,
  - iii.  NEW 603 Curriculum Development Mandatory policy

## 10. Adjourned at 7:56pm