

Arcadia Charter School  
School Board Meeting Agenda  
June 10, 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 6:36pm
2. Verify Quorum
  - a. Participating remotely - Tammy Prichard 241 Steer St. Rolesville, NC 27571
  - b. In attendance: David Wolff, Heidi Brousseau, Gabe Meerts, Dove Mitchell, Katie Simon
  - c. Absent: Hasel Morrison, Tamra Paulson
  - d. Attended but non-voting: Aaron Rothmeyer, Tamra Paulson
3. Approve Agenda
  - a. Motion to Approve Agenda: David Wolf
  - b. Seconded: Heidi Brousseau
  - c. Motion approved unanimously
4. Announcements and Acknowledgements
  - i. Next Board meeting Tuesday, August 19th, 2025
  - ii. Katie Simon: The graduation ceremony was wonderful. Let the community know how great it is to have an individual speech for each student. How great to have a small class.
5. Consent Agenda
  - a. Motion to approve Consent Agenda: Gabe Meerts
  - b. Seconded: Heidi Brousseau
  - c. Motion Passed Approved unanimously

- d. [Arcadia Charter School Board Meeting Minutes 05.20.2025](#)
- e. Policies for final 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](#)
- 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
    - i. [May Financial Notes](#)
    - ii. [Arcadia May 2025 Financial Report](#)
    - iii. [Arcadia May 2025 Supplemental Report](#)
      - 1. Ending in a healthy place with our Fund Balance but not a sustained balance increasing over time, so not making long term decisions.

**Motion** to transfer funds from fund one to fund two to cover fund two's total expenditures:

[Tammy Prichard](#)

Seconded: Gabe Meerts

Motion passed unanimously

Roll-Call Vote: David Wolff: Yes, Heidi Brousseau: Yes, Gabe Meerts: Yes, Dove Mitchell:

Yes, Katie Simon: Yes, [Tammy Prichard](#) : Yes

**Motion** for Laura to redirect general education funds up to \$30,000 for purchases of furniture and technology: Dove Mitchell

Seconded: [Heidi Brosseau](#)

Motion passed unanimously

Roll-Call Vote: David Wolff: Yes, Heidi Brousseau: Yes, Gabe Meerts: Yes, Dove Mitchell:

Yes, Katie Simon: Yes, [Tammy Prichard](#) : Yes

b. Marketing

- i. Pride in the Park went well. A few applications afterward. Christine and Laura did well. June 3rd we met. Will meet again this summer in person.

c. Facilities

- i. Aaron: Came in with a crew and helped wrap up for the summer. Garbages, compost, and cleaned out vacuums. Tidied up everything. Donations taken to Good Will. Andy is putting Knox boxes up.
- d. [Policy](#) - closing out updates to MSBA model policies, over summer setting up the routine update schedule and final wrap ups.
- e. [Director's Report](#)

## 8. Old Business

- a. Election Committee update - election results, new board members announced
  - i. Top 2 candidates: Ryan Ball, Aaron Rothmeyer



**Motion** to accept elections committees count of the election: Heidi Brousseau

Seconded: David Wolff

Motion passed unanimously

Role-Call Vote: Tammy Prichard : Yes, David Wolff: Yes, Heidi Brousseau: Yes, Dove

Mitchell: Yes, Gabe Meerts: Yes, Katie Simon: Yes

- b. Parent Survey update
  - i.  Family Survey Summary Report 2025.pdf
  - ii. Tammy Prichard, Tamra Paulson, and Katie Simon participated in the feedback review. Recommendations are noted in the submitted report.
- c. Board Self evaluation and training discussion
  - i.  Arcadia Board Self Evaluation Survey 2024-2025.pdf
    - 1. Plan to hold a special session to discuss and do board training plan as there is no remaining time in this meeting.
- d. Director spring evaluation update
  - i. Katie Simon, Gabe Meerts, and Aaron Rothmeyer participated in the review process. The review was discussed with the Director on 6/9 and identified the following goals for the coming school year based on staff, family, and board feedback:
    - 1. Define the roles of the director
      - o Describe how responsibilities are being fulfilled, and the related observed performance measures (e.g. attendance at meetings, public awareness of school, etc.)
      - o Determine what areas need more focus or development
      - o Identify specific tasks will be delegated to ensure leadership responsibilities are met while retaining director focus
    - 2. Develop a leadership plan for supporting the special ed team with clear expectations and communication channels that allows for the team to evolve to meet changing needs. Specifically address the differing needs of licensed staff and paraprofessionals.
      - a. Address basic competencies
      - b. Describe issue identification and resolution methods

- c. Include individual performance feedback approaches
- 3. Develop communication systems that can be measured for effective and consistent completion to assure information is being shared in an equitable and predictable manner to each group of the community (i.e. teachers, other staff, students, families, board, and greater community)
  - a. Plan for key topics areas, author, and methods of delivery (e.g. School events/relevant committee/bi-weekly director newsletter, monthly advisory email, school calendar, daily advisory circles)
  - b. Decide what aspects can be delegated, streamlined, or simplified
  - c. A plan to evaluate and adjust the plan through the year

**Motion** to close meeting to discuss student and personnel data: Gabe Meerts


Seconded: Heidi Brosseau

Role-Call Vote: Tammy Prichard: Yes, David Wolff: Yes, Heidi Brousseau: Yes, Dove Mitchell: Yes, Gabe Meerts: Yes, Katie Simon: Yes

Motion passed unanimously

- ii. Meeting closed at 8:40pm for Board Discussion of Parent survey and Director evaluation results due to non-public information
- iii. Meeting reopened at 9:37

#### 9. New Business

- a. [Q-comp report](#) - Presented by Angela Heidke.
- b.  Board Meeting Calendar 2025-2026
  - i. Proposed to keep the third Tuesday of the month for regular board meetings in the coming year.
  - ii. Annual meeting set for Aug 19, 2025

**Motion** to approve board meeting calendar for next year: Gabe Meerts

Seconded: Heidi Brosseau

Motion passed unanimously: Tammy Prichard was not present for this vote.

- c. Policy updates for first review
  - i. No policies were added for this meeting

#### 10. Adjourn: 9:43pm