

Arcadia Charter School
School Board Special Meeting Minutes
July 22, 2025 6:30 pm - 7:30 pm

Google Meet joining info

Video call link: <https://meet.google.com/rbp-tjpi-pyr>

Or dial: (US) +1 929-324-2415 PIN: 675 155 147#

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: 6:40pm

2. Verify Quorum

- a. In Attendance: Katie Simon, Heidi Brousseau, Tammy Prichard, Dove Mitchell, Hassell Morrison
- b. Absent: Gabe Meerts, Aaron Rothmeyer, Ryan Ball
- c. Participating remotely -
 - i. Tamra Paulson, 14405 Eagle Lake Road, Battle Lake MN

3. Approve Agenda


- a. Motion to approve the agenda: Dove Mitchell
- b. Seconded: Heidi Brosseau
- c. Motion Passed Unanimously.

4. Announcements and Acknowledgements

- i. Annual Board Meeting: August 19, 2025
- ii. Next Board Meeting: Tuesday, August 19, 2025

5. Consent Agenda



- a. Motion to Approve Consent Agenda: Dove Mitchell

- i.  Arcadia Charter School Board Meeting Minutes 6.10.2025
- b. Seconded: Hassel Morrison
- c. Motion Approved Unanimously

6. Old Business

- a. [Director goal updates](#)
 - i. Laura updated the director goals and discussed how it looks moving forward to address areas of concern from previous meetings/evaluations. See attached document. New legislative changes are a significant area in which Laura is needed to make sure we are in compliance with government regulations.
 - ii. Reviewed all the components on the goal plan and the impact for staff and students.

7. Special Meeting Topics

- a. Purchase reviews
 - i. Great Minds/Arts and Letter curriculum - already included in the budget.
 - ii. Interactive Panels: approval for 3 additional panels (3) that are on their way.
 - iii. Flexible Seating /Desks and Chairs ordered.
 - iv. All needed to be approved for the 2026 Fiscal Year and the budget adjustment will be made moving forward.
 - v. Fire Alarm System required to be updated by 2026. We had an estimate completed and now we need to upgrade the system to include new components that are required by law. It will have an alarm that speaks the alarm area. There will be a microphone in the front office that will be able to call for students. And potential for announcements. Funding will need to be done in the next school year and the building company will cover the cost of these improvements. It will be our expense but the Arcadia Building Company will reimburse us for these expenses. We are also updating all of our emergency plans and procedures in conjunction with Northfield Public Schools.
 - vi. Front Desk Intercom etc will also be updated. Details on cost and responsibilities will be provided in future budgets.
- b. Board training plan discussion
 - i. Katie highlighted the Board Training Plan, requirements and plan for moving forward.
 - ii. Training plan was updated with mandatory, planned, and optional for individuals or all board members.
 - iii. Board members will complete the trainings by December 31, 2025, with the expectation of new members who have until the end of the school year to complete with new board member training.
 - iv. Board members will add training certificates to the training folder in the board school year and update the training plan spreadsheet with their individual items.
 - v.  Board Training Plan 25-26
 Arcadia Board Self Evaluation Survey 2024-2025.pdf

8. Adjourn - 7:59 pm