

Arcadia Charter School
School Board Meeting Minutes
October 21, 2025

Google Meet joining info

Video call link: <https://meet.google.com/vat-dnbg-iwm>

Or dial: (US) +1 413-679-2819 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 6:35pm
2. Verify Quorum
 - a. In attendance: Hassel Morrison, Katie Simon, Tammy Prichard, Ryan Bell, Heidi Brousseau, Dove Mitchell, Aaron Rothmeyer, Tamra Paulson, Laura Stelter
 - b. Absent: Gabe Meerts
 - c. Participating remotely: None
3. Approve Agenda
 - a. Motion to Approve agenda: Tammy Prichard
 - b. Seconded: Dove Mitchell
 - i. Discussion: Katie would like to amend the agenda to change the policy plans to include some that were not included. [Updated Policy List](#)
 1. Motion to Amend to the agenda to include an updated policy for review list: Katie Simon
 2. Seconded: Tammy Prichard
 3. Motion Passed Unanimously
 - c. Motion to Approve Amended Agenda Passed Unanimously

4. Announcements and Acknowledgements

- i. Next Board meeting Tuesday, Nov 18, 2025 at 6:30pm
- ii. New Fire Alarm System and Communication System

5. Consent Agenda: 9.16.2025 Minutes of Arcadia Charter School Board Meeting

- a. Motion to approve Consent Agenda: Dove Mitchell
- b. Seconded: Heidi Brousseau
- c. Motion Passed 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. No Speakers

7. Reports:

- a. Finance Committee Information is shared by Tammy Prichard. Abdo will be here in November to go over our recent Audit. Please review the attached documents for this report.
 - i. [September Financial Notes](#)
 - ii. [Arcadia ABC September 2025 Financial Report](#)
 - iii. [Arcadia September 2025 Financial Report](#)
 - iv. [Arcadia September 2025 Supplemental Report](#)
- b. [Marketing](#) - Dove shared the highlights of the Marketing Committee - working on the advertising for Thanksgiving. Parent Group is hosting Halloween Party on the 30th.
- c. [Facilities](#): Aaron shared looking at the microwave breaker trip and the facilities committee will meet on 10/27. Ryan shared the results of his research on the roof. The addition does not have any issues. The roof issues have to do with poor repair in 2008 due to TPO failing. Still trying to obtain insurance reimbursement. The roof will need to be replaced.
- d. [Policy](#) - Meeting notes and system planning shared by Katie Simon - see attached.
- e. [Director's Report](#) Given by Laura - see the attached report. Including the Director Goals, Restorative Process Plans and documents for facilitation of process.

8. Old Business

- a. Board role in community and parent engagement: Katie: Discussion about how the board can support this concept.
 - i. Action: Board Member Name Tags for Thanksgiving.
 - ii. Board Member to connect with some new families?
 - iii. Board Member visit for observation day to be able to gather information about how the day works to be able to share with potential new families.
 - iv. Personal invite from board members to come to the board meeting.
 - v. Seeking volunteers to help out with a club or homework help.

9. New Business

- a. Comprehensive Achievement and Civic Readiness Report - requires board approval - will postpone this approval until the next board meeting. **Move to Old Business for next month.**
- b. ~~Policies for first review~~
 - i. ~~[NEW 411 GROUP HEALTH INSURANCE COVERAGE.docx](#)~~
 - ii. ~~[418 Drug Free Workplace Drug Free School DRAFT.docx](#)~~
 - iii. ~~503~~
 - iv. ~~[500 Admissions and Enrollment NEW 2025](#)~~
 - v. ~~[NEW 721 UNIFORM GRANT GUIDANCE POLICY REGARDING FEDERAL R...](#)~~
 - 1. ~~To replace 731~~
 - vi. ~~807~~
- e. ~~Policies to be rescinded~~
 - i. ~~[731 PURCHASING, PROCUREMENT, AND CONTRACTING 07.23.2024](#)~~
 - 1. ~~to be replaced with 721~~
- d. Replacement for change in the agenda - added the Updated Policy List.
 - i. [Updated Policy List](#)
 - ii. Board Reviewed the Updated the Policy List
- e. Policy Actions:
 - i. Motion to Approve 721, Approve Review of 705, Approve rescinding 539 and 731: by Heidi Brosseau
 - ii. Seconded: Dove Mitchell
 - iii. Motion approved Unanimously.
- f. Director Evaluation Survey - areas for input, survey period - discussion was held regarding the evaluation and making recommendations for adjustments to the survey. Team of Aaron Rothmeyer, Gabe Meerts, and Katie Simon will meet to make adjustments.
- g. Board retreat planning - focus area - Possible topics include parent engagement and identifying specifics for how the board can increase parent engagement and participation. Also how do we move to more strategic planning and how we look at the big picture for adjusting our plan to move forward. Could we split our time to talk about engagement and concrete plans and discuss our plan for board governance and strategic planning.

10. Adjourned at 8:47pm