

Board of Directors Minutes

Date: October 25, 2023

Time: 6:00 pm – 7:30 pm

Location: 974 Skyline Drive SW
Rochester, MN 55902

1. Call Meeting to Order: 6:01pm

2. **Reading of Mission:** The Mission of Rochester Beacon Academy, with the cooperation of parents, is to provide a safe learning community in a secondary (6-12) setting; respecting the individual and differentiated needs of learners, empowering them to reach their full potential and join their community with success. Read by Dean Frank.

3. **Attendance:** To establish quorum

Name	VOTE
Kate Gustafson Chair	Here
Dean Frank, Vice Chair	Here
Christina Pruka, Treasurer	Here
Melissa Gerads	Excused
Todd Baringer	Here
Lori Rogers	Here

Guests

Niffy Reiling, Executive Director

Traci LaFerriere, Business Manager

Beth Bruns, Director of Student Supports

Clifton Larson Allen -

4. **Conflict of interest** (Recognize any conflict of interest for board members or public input.)

5. **Approval of Agenda**

Motion to approve agenda for October 25, 2023

Move	Second Vote	Aye Motion
Todd	Lori	Approved

Name	VOTE
Kate Gustafson Chair	Aye

Dean Frank, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Melissa Gerads	NV
Todd Baringer	Aye
Lori Rogers	Aye

6. Approval Meeting Minutes

Motion to approve meeting minutes from September 21, 2023 and October 2, 2023

Move	Second Vote	Aye Motion
Lori	Todd	Approved

Name	VOTE
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
<u>Melissa Gerads</u>	<u>NV</u>
<u>Todd Baringer</u>	<u>Aye</u>
Lori Rogers	Aye

7. Public Forum - Public Forum Guidelines

- a. Request sign-in - Elisa Voltz - not speaking

8. Motion to Approve Clifton Larson Allen Audit Report

- Audit went well. Received all information needed.
- Went over reports with Craig.
- Make sure to watch compliance with Food Revenue reports.

Move	Second Vote	Aye Motion
Christina	Dean	Approved

Name	VOTE
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Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruksa, Treasurer	Aye
Melissa Gerads	NV
Todd Baringer	Aye
Lori Rogers	Aye

9. Consideration of Claims and Accounts

- A. Tracy went over accounts and financial statements.
- B. Explanation of balance sheets
- C. New state revenue this year for Library costs
- D. Student support revenues (salaries to counselors, etc.)
- E. Shifting how MA billing is done

Motion to approve Financial Report

Move	Second Vote	Aye Motion
Dean	Todd	

Your vote is stating you have read and understand the financial documents presented.

Name	VOTE
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruksa, Treasurer	Aye
Melissa Gerads	NV
Todd Baringer	Aye
Lori Rogers	Aye

10. Committee Reports -

a. Building / Facilities Committee:

- i. No Report

b. Strategy / Continuous Improvement and Analysis Committee:

- i. No Report

c. Policy Committee:

i. No Report

d. Community Outreach / Grant Committee

i. Christina, Melissa and Beth met on 10/14/23 - Got the final details for the Halloween party.

11. Director's Report

a. Enrollment - to be updated at meeting

6th	7th	8th	9th	10th	11th	12th	SOAR
4	8	12	13	27	12	13	4

Total of 93 - Estimated 80.6% SPED

b. RBA Personnel Resignations:

i. No report

c. RBA Personnel New Hires:

i. No report

d. RBA Personnel Terminations:

i. No report

12. Old Business

a. Board Communication Plan (BCP) check in

- Todd's email is up and running
- Would like to get materials at least 1 week in advance

b. Board Committees

- Would like to set up meetings with each committee
- What are the needs of each committee

c. Open Positions

- Always looking for more board members

13. New Business

a. Motion to approve Annual Report for the 2022-2023 School Year

- All items were taken from reports and audits
- This is a living document to be updated every year
- Everything that can be tracked

Move	Second Vote	Aye Motion
Todd	Christina	Approved

Name	VOTE
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Melissa Gerads	NV
Todd Baringer	Aye
Lori Rogers	Aye

B. The new signers for the checking account at ThinkBank and Premier Bank will renew Jennifer Reiling, Victoria Bruske and add Elizabeth Bruns. We will also remove Deanna Brietenbach from these accounts.

Move	Second Vote	Aye Motion
Dean	Lori	Approved

Name	VOTE
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Melissa Gerads	NV
Todd Baringer	Aye
Lori Rogers	Aye

14. Board Parking Lot

a. New Board Recruitments

15. Next Meeting: November 16th, 2023

16. RBA Events:

- Halloween Social: October 27th 5:00-7:00 P.M.

17. Committee Meetings:

Committee Date Next Meeting
Finance TBD
Community Outreach / Grant Committee TBD
Policy TBD
Advisory/Strategy and Continuous Improvement - Nov 9 at 5pm

19. Adjourn Meeting

Motion to adjourn the meeting at 7:29pm

Move	Second
Lori	Dean