

Board of Directors Minutes

Date: June 20, 2022

Time: 6:30 pm – 8:00 pm

Location: Remote - Zoom

1. Call Meeting to Order: 6:36 p.m.

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. (Pam)

3. Attendance: To establish Quorum

Name	
Pam Johnson, Chair	Present
Crystal Heim, Vice Chair	Excused
Evin Lantz, Treasurer	Absent
Kate Dullard, Secretary	Present
Bobbi Kostinec	By phone
Deanne Breitenbach	Present
Brenna Salfi	Present
Stacy Aoudia	Present

Guests
Nicole Musolf, Executive Director
Melissa Walsh, Director of Special Education
Traci LaFerriere

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

5. Approval of Agenda

Motion to approve agenda for June 20, 2022

Move	Second	Vote Aye	Motion
Aoudia	Kostinec	All	Carried

Name	VOTE
Pam Johnson, Chair	Aye
Crystal Heim, Vice Chair	Excused
Evin Lantz, Treasurer	Absent
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye

Deanne Breitenbach	Aye
Brenna Salfi	Aye
Stacy Aoudia	Aye

6. Approval Meeting Minutes

Motion to approve meeting minutes from May 19, 2022 to include additional information on who “they” are

Move	Second	Vote Aye	Motion
Breitenbach	Dullard	All	Carried

Name	VOTE
Pam Johnson, Chair	Aye
Crystal Heim, Vice Chair	Excused
Evin Lantz, Treasurer	Absent
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Deanne Breitenbach	Aye
Brenna Salfi	Aye
Stacy Aoudia	Aye

7. Public Forum - Public Forum Guidelines

- a. Request sign-in - NONE

8. Consideration of Claims and Accounts

- a. May Financials

**Rochester Beacon Academy #4238
Financial Report to the School Board - May 2022**

The school’s cash balance is \$638,384 at the end of May. The difference between the fund balance and cash available is a combination of aids due from governments, prepaids, accounts payable, and payroll tax payables.

The May 2022 income statement compares year to date revenues and expenditures to the FY2022 revised budget. Revenues and expenditures should be monitored to prevent actual from falling short of or exceeding budget. After eleven months YTD as a % of budget should be at 92% (11/12 months). However, state revenues are being paid at 90% so state revenues should have been paid at 82.5%. State revenues have been paid at 77% of budget. A review of expenditures should take into consideration that instructional staff are paid August 30 – August 15.

The cash-flow schedule shows May 2022 actual and a schedule of June 2022 projected revenues and expenditures. There is a column to the right that shows the projected end of year accruals which are primarily the 10% state aid holdback and FY2022 salary and benefit payments paid after June 30. The estimated actual column to the right shows expected variance from the revised budget.

The following table shows the enrollment estimates used for the fiscal year 2022 revised budget, enrollment used for state aid payments, and actual enrollment, and enrollment’s impact on general education revenue and lease aid.

Grade	6	7-12	ADM	WADM	LEP	Gen Educ	Lease
RvBdgt	6	89	95	112.8	0	\$873,538	\$148,219
State	6	89	95	112.8	0	\$873,566	\$149,612
Actual	6.67	84.58	91.25	108.17	0	\$850,985	\$142,135

Lease aid is calculated at the lesser of 90% of lease expense or \$1314 per pupil units. To maximize lease aid at 108.17 pupil units, lease expense should be \$157,928. It is \$256,850. This means the school is paying an additional lease expense of \$98,922 over the 10% that the lease aid calculation assumes. The cashflow schedule has reduced rent expense per the proposed settlement agreement by \$23,350, June rent, and utility expense by \$4353, June utilities. The savings is partially offset by a \$18,000 June moving expense.

The cashflow schedule has been updated to include payroll bonus/stipends that the school board authorized totaling \$37,400. It has also been updated to remove expense for open positions prorated for a partial year.

The cashflow reflects the assumption that special education students will be at minimum 70% of total enrollment and reimbursement will therefore be 93.5%. That will have to be monitored because the final calculation is made from MARSS end of year reports.

The cashflow is showing a \$12,000 transfer between funds.

The school will have to monitor the state aid payments because they may be adjusted for enrollment, special education aid calculations, or prior year adjustments. Also, federal expenditures must be made before reimbursement may be requested which may impact cashflow.

The FY2021 ending balance includes \$378,092 PPP loan revenue, \$136,995 was expended in FY2021 and the balance of \$241,097 is in the ending fund balance restricted for allowable PPP loan expenditures. The PPP loan forgiveness application was approved.

Motion to approve May Financials

Move	Second	Vote Aye	Motion
Aoudia	Dullard	All	Carried

Name	VOTE
Pam Johnson, Chair	Aye
Crystal Heim, Vice Chair	Excused
Evin Lantz, Treasurer	Absent
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Deanne Breitenbach	Aye
Brenna Salfi	Aye
Stacy Aoudia	Aye

9. Committee Reports -

- a. **Building / Facilities Committee:**
 - i. Updates provided with moving date and use same service to help
- b. **Strategy Committee:**
 - i. No Report
- c. **Policy Committee:** Annual Review
 - i. No Policies
- d. **Community Outreach / Grant Committee**
 - i. Update provided
- e. **Continuous Improvement Analysis Committee:**
 - i. No report

10. Director’s Report

- a. **Enrollment - to be updated at meeting**

6th	7th	8th	9th	10th	11th	12th	SOAR
9	9	14	21	12	8	9	8

Total of 90 -

- b. RBA Personnel Resignations:
 - i.
- c. RBA Personnel New Hires:
 - i. Amber Odegaard, LPCC, start date of 8-15-21, \$51,479.40
 - ii.
- d. Final moving day
 - i. Well-oiled machine.
 - ii. Staff presented with bonus checks and were receptive
 - iii. Staff got their goals back and were excited to read those
- e. We are bringing back Two Men and A Truck to help us move
- f. ESY is happening.
 - i. Virtual
 - ii. Brenna is teaching it online and Annie is our para

iii. Kids are interacting and turning in assignments

11. Old Business

a.

12. New Business

a. **OPEN ITEM TO VOTE**

Motion to approve

Name	VOTE
Pam Johnson, Chair	
Crystal Heim, Vice Chair	Excused
Evin Lantz, Treasurer	Absent
Kate Dullard, Secretary	
Bobbi Kostinec	
Deanne Breitenbach	
Brenna Salfi	
Stacy Aoudia	

**13. Board
Parking
Lot a.**

14. Next Meeting: Monday, July 18, 2022 6:30p.m

15. RBA Events:

16. Committee Meetings:

Committee	Date Next Meeting
Finance	TBD
Community Outreach / Grant Committee	TBD
Policy	TBD
Strategy	TBD
Continuous Improvement	TBD

19. Adjourn Meeting

Motion to adjourn the meeting at

Move	Second	Vote Aye	Motion
Kostinec	Aoudia	All	Carried