

**Board of Directors Official Minutes****Date:** 9/15/2022**Time:** 6:00 pm – 7:30 pm**Location:** 974 Skyline Drive SW  
Rochester, MN 55902**1. Call Meeting to Order: 6:13pm**

**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.

**3. Attendance: To establish Quorum**

Name	
Pam Johnson, Chair	Absent
Kate Dullard, Secretary	Present
Bobbi Kostinec, Community Member	Present- traveling
Deanne Breitenbach, Community Member	Present
Brenna Salfi, Teacher Rep	Absent
Stacy Aoudia, Parent Rep	Present

Guests
Melissa Walsh, Director of Special Education
Cat Clendenning, Special Education Coordinator
Traci LaFerriere, Business Manager
Glory Kibble, MN Guild
Jim Zacchini, MN Guild

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

**5. Approval of Agenda**

**Motion to approve agenda for 9/15/2022 - addition to approve Deanne Breitenbach as Interim Board Chair**

<b>Move</b>	<b>Second</b>	<b>Vote Aye</b>	<b>Motion</b>
Dullard	Aoudia	All	Carried

Name	VOTE
Pam Johnson, Chair	
Kate Dullard, Secretary	Aye

Bobbi Kostinec	Aye
Deanne Breitenbach	Aye
Brenna Salfi	
Stacy Aoudia	Aye

**6. Approval Meeting Minutes**

**Motion to approve meeting minutes from 8/29/2022 - tabled until next board meeting**

<b>Move</b>	<b>Second</b>	<b>Vote Aye</b>	<b>Motion</b>

<b>Name</b>	<b>VOTE</b>
Pam Johnson, Chair	
Kate Dullard, Secretary	
Bobbi Kostinec	
Deanne Breitenbach	
Brenna Salfi	
Stacy Aoudia	

**7. Approval of Pam Johnson’s resignation as Board Chair and Community Member, effective today**

<b>Move</b>	<b>Second</b>	<b>Vote Aye</b>	<b>Motion</b>
<b>Aoudia</b>	<b>Dullard</b>	<b>All</b>	<b>Carried</b>

<b>Name</b>	<b>VOTE</b>
Pam Johnson, Chair	
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Deanne Breitenbach	Aye
Brenna Salfi	

Stacy Aoudia	Aye
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**8. Deanne as interim Board Chair**

Move	Second	Vote Aye	Motion
Aoudia	Kostinec	All	Carried

Name	VOTE
Pam Johnson, Chair	
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Deanne Breitenbach	
Brenna Salfi	
Stacy Aoudia	Aye

**9. Public Forum - Public Forum Guidelines - Each person speaking will have 3 minutes to talk. If you are joining via our Google Meet, please send your name, contact information, and 3 words about your topic to Kate Dullard via [kate.dullard@rochesterbeaconacademy.org](mailto:kate.dullard@rochesterbeaconacademy.org)**

- a. Request sign-in - Carrie Nelson, Hamid Athan, Ellen Nelson, Lori Rogers, Chris Mielke, Michelle Pederson, Darcy Bock, Beth Bruns, Denisse Vargas, Erin Volkart, Vicki Bruske, Elli Bruske, Elisa Voeltz, CJ Mitchell, PJ Clendenning, Amber Fofana, Julie Halferty, Dianna Oleson, Katrina Houghton, Breana Oeltjenbruns, Karissa Wilson
- b. Carrie Nelson: Dishonest and unethical questions from the board. Caused distrust. Need transparency. What is the plan. Recordings. Agenda items and votes. Want to be an active member and want to know why. Response: Mistakes that the board has owned. Disengagement and things that need to be done differently. Deanne wants to make sure we have all of the information. New process to listen and have more notes. The Guild is showing an example of more board notes. Deanne will look into where the recordings are. Policies are listed online and working to make sure the policy online matches as there are some errors.
- c. Hamid Atchan: Moving forward with how the board wants to progress. Is there a board progression plan in place and provide evidence that it is happening? Regarding board member training- would it be possible to financial training, ethical decisions, and day to day operations of the school. Reponse: I like that idea. The guild shared the staff letter

and they are putting a plan together to address those concerns. Received additional information from the Guild on board training.

- d. Ellen Nelson: Research into the bylaws and state statutes. Why the two officers positions that were vacated and what is the active recruiting plan? Is there a way to increase teacher representation on the board- amend the by-laws and reconciliation committee between board and the staff? Transparency if one board member was an area of contention with administration why was she not removed before now. Response: Hard to recruit people where everything is up in the air. Deanne is calling parents and want to make sure people are committed at this point. Community led board and we can add staff on committees as we are growing. Do not have to be on the board to be on a board committee. If you know of any parents or community members to serve on the board. The board needed expectations and received a phone call to join the board. The board need more training of what the job was. The board training classes were taken but the piece that is missing is understanding the RBA board and the commitment to the RBA board. The board is looking to fix the gap on training. Reconciliation committee is something to continue looking into.
- e. Lori Rogers: Communication and transparency. What kind of questions can the board answer? What is confidential information vs what can be shared but deflecting and ignoring questions is not a good thing. Unified front but also needing to address burnout. What is the process and can they have guidelines on what they can and cannot answer? Response: Deanne is a huge fan of transparency. If we don't know if we can't answer something let us find out taking into account privacy. Will share what we can. Start by contacting the board. If there needs a more formal policy they will work with the guild and the board. Rebuild the relationship between the staff and the board.
- f. Kate Dullard: As a board we are committed to rebuilding that trust that has not been there for you. We have every intention of this never happening again. Administration is our family. We don't want them to leave. We are trying to do whatever we can to have them stay in some capacity through extending their resignation or looking at consulting roles. Valuable information to our school and we don't want you to leave and we are sorry.

**10. Consideration of Claims and Accounts - finances will be voted on in the next board meeting to attest that you have read and understand them**

- a. Audit - fieldwork was completed. Completed submission to the state by the deadline. In compliance with the audit.
- b. Cashflow schedule - \$664,000 ended the budget better. Made adjustments to the estimated and actual (working budget). Multiple changes due to declining enrollment is also listed. Estimated/Actual will become a budget revision at some point. General fund - net negative -\$34,000 and the ending of the budget is just under \$620,000. We want a positive fund balance of 20-25% due to the declining enrollment. Need to get the lease aid application in and the fund balance will support that. The budget is based on an ADM of 73 and weighted is 86.6 WADM. Need to transfer 9,000 from general fund to food service fund. The Executive Director position is the 97,000 place holder with the

outgoing director, contracts, and ADSIS. Adjustments to that salary would effect the bottom.

**Motion to approve xxxxx**

Move	Second	Vote Aye	Motion

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

Name	VOTE
Pam Johnson, Chair	
Kate Dullard, Secretary	
Bobbi Kostinec	
Deanne Breitenbach	
Brenna Salfi	
Stacy Aoudia	

**11. Committee Reports -**

- a. Building / Facilities Committee:**
  - i. No Report
- b. Strategy / Communication Committee:**
  - i. No Report
- c. Policy Committee:**
  - i. No Report
- d. Community Outreach / Grant Committee**
  - i. No Report
- e. Continuous Improvement Analysis Committee:**
  - i. No Report
- f. ED Recruiting Committee**
  - i. No Report
- g. Personnel Committee**
  - i. No Report

**Director’s Report**

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

6th	7th	8th	9th	10th	11th	12th	SOAR
6	10	15	18	13	8	7	6

Total of **83** - Estimated **89.1% SPED**

**i. RBA Personnel Resignations:**

- i. Cat Clendenning, Sped Coordinator, effective 10/03/2022

**j. RBA Personnel Termination**

- i. Thy Thim, Sped Paraprofessional, effective 9/14/2022

**k. RBA Personnel New Hires:**

- i. No report

**12. Old Business**

- a. Board Communication Plan (BCP) check in
- b. School Board Protocols - Board Manual - tabled until next board meeting
- c. Board Committees - tabled until next board meeting

**13. New Business**

- a. Call for interested potential board members

**14. Next Meeting: MEA is during the usual 3rd meeting in October. Confirm the next meeting date for October 27, 2022 at 6:00 pm.**

**15. RBA Events:**

- **October 18, 2022 Parent-Teacher Conference**

**16. Committee Meetings:**

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

**19. Adjourn Meeting**

Motion to adjourn the meeting at 6:53pm

Move	Second	Vote Aye	Motion
<b>Dullard</b>	<b>Salfi</b>	<b>All</b>	<b>Carried</b>