

Board of Directors Official Minutes

Date: 10/27/2022

Time: 6:00 pm – 7:30 pm

Location: 974 Skyline Drive SW
Rochester, MN 55902

1. Call Meeting to Order: 6:06pm

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. (Kate)

3. Attendance: To establish Quorum

Name	
Deanne Breitenbach, Chair	Zoom (vacation)
Kate Dullard, Secretary	Present
Bobbi Kostinec	Phone (out of town)
Brenna Salfi	Absent
Stacy Aoudia	Absent

Guests
Niffy Reiling, Executive Director
Traci LaFerriere, Business Manager
Christina Pruka
Katrina Houghton
Dean Frank

4. Conflict of interest (Recognize any conflict of interest for board members or public input.) None

5. Approval of Agenda

Motion to approve agenda for October 27th, 2022 with the additions of a motion to approve a new copier contract (LAST NAMES)

Move	Second	Vote Aye	Motion
Kostinec	Breitenbach	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Brenna Salfi	No vote
Stacy Aoudia	No vote

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6. Approval Meeting Minutes (8/29, 9/11, 9/15/22, 9/20/22)

Motion to approve meeting minutes from 9/15/2022 and 9/20/2022

Move	Second	Vote Aye	Motion
Breitenbach	Dullard	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Brenna Salfi	No Vote
Stacy Aoudia	No Vote

***Note: Finalized meeting minutes from 9/11/22 will go out for approval via email next week.**

7. Public Forum - Public Forum Guidelines

- a. Request sign-in - NONE

8. Consideration of Claims and Accounts

- a. Narrative Statement gets put here
- b. Cash flow statement is showing what has happened though the month of September and projected through the end of the year
 - i. Showing variance from what was adapted last spring
 - ii. Established actual column would become out budget revision
 - 1. Potential staffing revisions
 - iii. Variances included
 - 1. Enrollment down and state aid
 - 2. Sped expenditures
 - 3. Expense side are salaries which are lower than what we project
 - 4. Lease is different because we did not know where we would be
- c. Gen fund
 - i. Expected to end \$654,000, but we ended with \$655,000
 - ii. Positive \$10,000
- d. Forecast for the new budget is looking good

Motion to approve claims and accounts

Move	Second	Vote Aye	Motion
Dullard	Breitenbach	All	Carried

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

Name	
Deanne Breitenbach, Chair	Aye

Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Brenna Salfi	No vote
Stacy Aoudia	No vote

9. Committee Reports -

a. Building / Facilities Committee:

- i. No Report

b. Strategy / Communication Committee:

- i. No Report

c. Policy Committee:

- i. Kate - Report
 - 1. Created spreadsheet of all policies when created and reviewed- Dullard and Breitenbach correctly uploaded to website
 - 2. To vote later on policy 801 from previous board meeting

d. Community Outreach / Grant Committee

- i. Marketing Opportunities for 2023
 - 1. Digital Billboard at intersection of 16th Street and South Broadway. \$140 per week. Deanne can get the billboard creation done pro bono. Will consider budgeting options and/or look for sponsors to cover the cost. More information to come at the next board meeting.
 - 2. Looking for more to join the board
 - 3. Marketing opportunity for billboard \$140 per week to ad
 - a. Potential for budgeting options in next board meetings
 - b. Can pick how long to have billboard
 - c. 1 week per month for 2023
 - d. During peak times of enrollment

e. Continuous Improvement Analysis Committee:

- i. No Report

f. Personnel Committee

- i. No Report

10. Director's Report

a. Enrollment - to be updated at meeting

6th	7th	8th	9th	10th	11th	12th	SOAR
6	10	15	17	13	8	9	5

Total of 83 - Estimated 84.3% SPED

- Watching numbers closely since we are very dependant on numbers for funding

b. RBA Personnel Resignations:

- i. Breana Oeltjenbruns, effective 10/31/2022
- ii. Janet Flemming, effective 9/29/2022

c. RBA Personnel New Hires:

- i. Madison Welch, effective 10/01/2022 at \$17,417.47

11. Old Business

- a. Board Communication Plan (BCP) check in
 - 1. Is everyone hearing from the board? -Deanne
 - 2. Everything is good- Bobbi
 - 3. Niffy feels good about all communication with board so far
- b. School Board Protocols - Board Manual - Binder info being organized in a shared Google Drive Folder. Plan to be complete by next meeting.
 - 1. Kate and Deanna are working to get this put together. Retyping all for new binders- and to be shared via google drive
- c. Board Committees
 - 1. Need volunteers- members to let us know where they would fit best
- d. Open Positions - SPED Director Position and Paras

12. New Business

a. Vote to appoint Kate Gustafson as Board of Directors Vice Chair

Motion to approve

Move	Second	Vote Aye	Motion
Breitenbach	Kostinec	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	NO VOTE
Bobbi Kostinec	Aye
Brenna Salfi	No vote
Stacy Aoudia	No vote

b. Vote to remove Melissa Walsh as loWA and make Niffy Reiling loWA.

Motion to approve

Move	Second	Vote Aye	Motion
Kostinec	Breitenbach	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye

Bobbi Kostinec	Aye
Brenna Salfi	No vote
Stacy Aoudia	No vote

- c. **Vote to remove Melissa Walsh off of Think and Premier Bank and add Niffy Reiling with [Deanne Breitenbach](#) as a signer as well**

Motion to approve- Deanne Breitenbach as a signer with Niffy Reiling

Move	Second	Vote Aye	Motion
Breitenbach	Dullard	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Brenna Salfi	No vote
Stacy Aoudia	No vote

- d. **Vote to remove Melissa Walsh to have a debit card and issue Niffy a debit card**

Motion to approve

Move	Second	Vote Aye	Motion
Dulaird	Kostenic	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Brenna Salfi	No vote
Stacy Aoudia	No vote

- e. **Rescind Cat Clendenning's Resignation**

Motion to approve

Move	Second	Vote Aye	Motion
Kostenic	Breitinbach	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye

Brenna Salfi	No vote
Stacy Aoudia	No vote

f. New Board Member Appointment - Christina Pruka as a parent member of the board 3 year term

Motion to approve

Move	Second	Vote Aye	Motion
Kostenic	Breitenbach	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Brenna Salfi	No vote
Stacy Aoudia	No vote
Christina Pruka	
Dean Frank	

g. New Board Member Appointment - Dean Frank as a community member of the board- 3 year term

Motion to approve

Move	Second	Vote Aye	Motion
Breitenbach	Kostenic	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Brenna Salfi	No vote
Stacy Aoudia	No vote
Christina Pruka	Aye

h. Policy 801 & Crisis Plan

Motion to approve

Move	Second	Vote Aye	Motion
Pruka	Breitenbach	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye

Bobbi Kostinec	Aye
Brenna Salfi	No vote
Stacy Aoudia	No vote
Christina Pruka	Aye
Dean Frank	Aye

i. Para Wage Increase - Niffy

Motion to approve Para Wage to \$21/hr. Nifty provides 2 articles to prove research on para wages- talking about RPS and the wage increases

Move	Second	Vote Aye	Motion
Kostenic	Breitenbach	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Brenna Salfi	No vote
Stacy Aoudia	No vote
Christina Pruka	Aye
Dean Frank	Aye

j. Board Member Resignation - Bobbi Kostinec (effective 10/28/22)

Motion to approve

Move	Second	Vote Aye	Motion
Breitenbach	Dullard	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Brenna Salfi	No vote
Stacy Aoudia	No vote
Christina Pruka	Aye
Dean Frank	Aye

k. Board Member Resignation - Stacy Aoudia (effective 10/28/22)

Motion to approve

Move	Second	Vote Aye	Motion
Breitenbach	Pruka	All	Carried

Name	
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Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Brenna Salfi	NO VOTE
Stacy Aoudia	NO VOTE
Christina Pruka	Aye
Dean Frank	Aye

I. Copier

Motion to approve copier contract with Loffler

Move	Second	Vote Aye	Motion
Frank	Dullard	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Brenna Salfi	NO VOTE
Stacy Aoudia	NO VOTE
Christina Pruka	Aye
Dean Frank	Aye

13. Board Parking Lot

- a. Board Treasurer nominations
- b. New Board Recruitments (Need 2 - 4 more. New secretary. Strengths needed?)

14. Next Meeting: Thursday, November 17th, 2022 @ 6 pm.

15. RBA Events:

- Halloween Social Friday, October 28, 2022

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
Kostenic	Pruka	All	Carried