

Board of Directors Agenda

Date: January 19, 2023

Time: 6:00 pm – 7:30 pm

Location: 974 Skyline Drive SW
Rochester, MN 55902

1. Call Meeting to Order: 6:03 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. (Christina)
3. **Attendance:** To establish quorum

Name	
Deanne Breitenbach, Chair	Zoom
Kate Gustafson, Vice Chair	Zoom
Christina Pruka, Treasurer	Zoom
Dean Frank	6:15
Brenna Salfi	Zoom

Guests
Niffy Reiling, Executive Director
Traci LaFerriere, Business Manager
Lori Rogers
Beth Bruns
Elisa Voeltz

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

5. **Approval of Agenda**

Motion to approve agenda for January 19, 2023

Move	Second	Vote Aye	Motion
Gustafson	Pruka	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Gustafson, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Dean Frank	NO VOTE
Brenna Salfi	Aye

6. Approval Meeting Minutes

Motion to approve meeting minutes from December 15, 2022

Move	Second	Vote Aye	Motion
Pruka	Salfi	All	Carried

Name	
Deanne Breitenbach, Chair	Aye
Kate Gustafson, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Dean Frank	No Vote
Brenna Salfi	Aye

7. Public Forum - Public Forum Guidelines

- a. Request sign-in - NONE

8. Consideration of Claims and Accounts

- a. Cash flow document was used to finalize a budget revision
- b. Working on budget for next school year
- c. The narrative report is available for all to read
- d. Audit was not completed due to some missed deadlines
 - i. Deanne and Niffy are working to remedy the issue and are also looking into a new company to due our audits moving forward
- e.

Motion to approve xxxxx

Move	Second	Vote Aye	Motion
Gustafson	Frank	All	Carried

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

Name	
Deanne Breitenbach, Chair	Aye
Kate Gustafson, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Dean Frank	Aye
Brenna Salfi	Aye

9. Committee Reports -

a. Finance Committee:

- i. See Consideration of Claims and Accounts

b. Community Outreach / Grant Committee:

- i. New Logo Creation / Contest
- ii. "Swag" sale to follow
- iii. Billboard Update (Kid Quotes)
 1. 2/6 - 2/12 **Not Available. we do have the week of Jan 30 available**
 2. 4/3 - 4/9 **Not Available. we do have the week of Mar 27 available**
 3. 7/10 - 7/16 **Available**
 4. 8/14 - 8/20 **Not Available. we do have the week of Aug 7 available**
 5. 10/9 - 10/15 **Not Available. we do have the week of Oct 2 available**
 6. 11/27 - 12/3 **Available**
 7. 12/25 - 12/31 **Available**
- iv. Social Media Update
 1. Katrina will be helping Elisa with the Social Media and help with the superstitions that they have
 2. Former board member is willing to help with our social media algorithms to make sure we are posting frequently but not so often that people get frustrated with how much we are posting
- v. Christina to join the committee

c. Policy Committee:

- i. Meeting required to finalize the review process, determine deadlines, and create a schedule for future reviews.
- ii. Cell Phone Policy
- iii. Dean to join policy committee

d. Strategy Committee

- i. Annual Board Training Retreat
 1. Select Date
 2. Select Topic
 - a. Email Deanne about what topic you think is most important for us to discuss
 3. Christina will send out dates and times via doodle poll
 4. If you miss you a training, you need to make up the training
 5. Looking at MACS login information
 6. Dean to make a list of what we want to discuss for strategy committee

e. Advisory / Continuous Improvement Committee:

- i. ED Evaluation due in May
 - 1. Ask Niffy for her input as well
- ii. Meeting required prior to February meeting to review process and documentation. Deadline to vote on approval: March Board Meeting

10. Director's Report

a. Enrollment - to be updated at meeting

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

Total of ## - Estimated ##.##% SPED

b. RBA Personnel Resignations:

- i. Cat Clendenning

c. RBA Personnel New Hires:

- i.

11. Old Business

- a. Board Communication Plan (BCP) check in
- b. Board Binder Completed!
- c. Board Committees - Finalize board member assignments & send to staff
- d. Open Positions - We need three more board members
 - 1. Parent member and community member first, then add teacher member

12. New Business

a. Policy 408

Motion to approve - TABLED UNTIL NEXT MEETING

Move	Second	Vote Aye	Motion

Name	VOTE
Deanne Breitenbach, Chair	
Kate Gustafson, Vice Chair	
Christina Pruka, Treasurer	
Dean Frank	
Brenna Salfi	

b. Policy 506

Motion to approve

Move	Second	Vote Aye	Motion
Gustafson	Frank	All	Carried

Name	VOTE
Deanne Breitenbach, Chair	Aye
Kate Gustafson, Vice Chair	Aye
Christina Pruca, Treasurer	Aye
Dean Frank	Aye
Brenna Salfi	Aye

c. Policy 507

Motion to approve - TABLED UNTIL NEXT MEETING

Move	Second	Vote Aye	Motion

Name	VOTE
Deanne Breitenbach, Chair	
Kate Gustafson, Vice Chair	
Christina Pruca, Treasurer	
Dean Frank	
Brenna Salfi	

d. Policy 520

Motion to approve

Move	Second	Vote Aye	Motion
Pruca	Frank	All	Carried

Name	VOTE
Deanne Breitenbach, Chair	Aye
Kate Gustafson, Vice Chair	Aye
Christina Pruca, Treasurer	Aye
Dean Frank	Aye
Brenna Salfi	Aye

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e. Resignation of Brenna Salfi as teacher representative on the Board and appoint Lori Rogers as the new teacher representative

Motion to approve

Move	Second	Vote Aye	Motion
Gustafson	Pruka	All	Carried

Name	VOTE
Deanne Breitenbach, Chair	Aye
Kate Gustafson, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Dean Frank	Aye
Brenna Salfi	NO VOTE

13. Next Meeting: Thursday, February 16, 2023 6pm-7:30pm

14. Upcoming RBA Events:

- Soar Program will be recognized by the Art Center on Saturday, January 21st, 2023 at 2:00 P.M.
- Message out to parents about our snow days and flex days

15. Committee Meetings:

Committee	Date Next Meeting
Finance	Thursday, February 16, 2023 - 5pm
Community Outreach / Grant Committee	TBD
Policy	TBD
Strategy	TBD
Advisory / Continuous Improvement	TBD

19. Adjourn Meeting

Motion to adjourn the meeting at 7:59 p.m.