

Board of Directors Official Minutes

**Date:** July 17, 2023

**Time:** 6:00 pm – 7:30 pm

**Location:** 974 Skyline Drive SW  
Rochester, MN 55902

- 1. Call Meeting to Order: 6:10pm
- 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. (Lori)
- 3. **Attendance: To Establish Quorum**

Name	
Kate Gustafson, Chair	Present
Dean Frank, Vice Chair	Present
Christina Pruka, Treasurer	Present
Lori Rogers	Present
Todd Baringer	Absent
Melissa Gerads	Present

Guests
Beth Bruns, Dean of Student Supports
Traci LaFerriere, Business Manager

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

**Motion to approve agenda for July 17, 2023 with the additions to approve the removal of Deanne Breitenbach from Think and Premier Bank accounts and add Kate Gustafson and Beth Bruns, motion to approve summer school staff rate of pay with the use of time cards, motion to close Premier Bank account and transfer funds to Think Bank, motion to approve Niffy Reiling as the schools IOWA, and motion to approve Niffy Reiling and Kate Gustafson to have access to Electronic Funds Transfers.**

Move	Second	Vote Aye	Motion
Christina	Dean	All	Carried

Name	
Kate Gustafson, Chair	Aye

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

**6. Approval Meeting Minutes**

**Motion to approve meeting minutes from June 22, 2023**

Move	Second	Vote Aye	Motion
Lori	Christina	All	Carried

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

**7. Public Forum - Public Forum Guidelines**

- a. Request sign-in - NONE

**8. Consideration of Claims and Accounts - No report to give since it's a new fiscal year. New report in August.**

Move	Second	Vote Aye	Motion

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

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

**9. Committee Reports -**

- a. Community Outreach/Grant Committee**
  - i. Not able to meet
- b. Policy Committee**
  - i. 5 policies have been reviewed and updated
    - 1. We will vote on them under new business
  - ii.
- c. Strategy & Continuous Improvement Advisory Committee**
  - i. 413 Policy
  - ii. Carrie and Lori made flow chart for behaviors and will present this at the professional development day in August
  - iii. Cell phone policies are being revised and put in handbook for administration to use.
- d. Personnel Committee**
  - i. Dean will chair this committee

**10. Director’s Report**

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

6th	7th	8th	9th	10th	11th	12th	SOAR
5	8	9	17	23	13	10	4

Total of 80 - Estimated **##% SPED**

- b.** Looking for 3 paras and 1 sped teacher
- c.** Amber Fofana will now be paid through Fernbrook but work at RBA. Will have an office to meet with students. She will be paid through student insurance.
- d.** Summer school has been successful and some students will be starting full time in the fall.
- e.** Possible change to Beth’s title from Director of Student Support to Principal
- f.** Professional Development themes at next Board meeting
- g.** Report from 2021/2022 submitted
- h.** FY 23 reports will be completed and submitted on time
- i.** Insurance updates:
  - i. \$80 premium paid by employee
  - ii. Cost for RBA will depend on who takes the insurance and how many are SPED.
  - iii. Vision - down, Life - down, Premiums - up
  - iv. Families would get \$25k if employee dies with staff and employees covered
  - v. Last fiscal year moved from BC/BS to Co-Op last year. There was a negative connotation due to larger costs.
  - vi. Insurance will be looked into further for \$50/employer and \$25/employee
  - vii. 95% costs back through SPED
  - viii. 6 of 9 who take insurance last FY were covered by SPED

**11. Old Business.**

**a. Board Communication Plan (BCP) check-in**

- i. Please send any feedback to Kate on how she is doing and what she can improve on as the new Board Chair

**b. Open Board Positions (Secretary)**

- i. Could a para be secretary?
- ii. Lori’s husband Michael may be interested?

**12. New Business**

**a. Motion to approve policy revisions to 311, 400, 406, 420, and 801**

Move	Second	Vote Aye	Motion
Lori	Melissa	All	Carried

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

**b. Motion to approve the removal of Deanne Breitenbach from Think and Premier Bank accounts and add Kate Gustafson and Beth Bruns**

Move	Second	Vote Aye	Motion
Lori	Christina	All	Carried

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

**c. Motion to approve Brenna Salfi, Elliana Bruske, Tatum Blume, Sam Volkart, and Michelle Peterson as ESY staff, to use time cards at their FY23 rate of pay to be paid for our ESY program**

Move	Second	Vote Aye	Motion
Christina	Dean	All	Carried

Name	

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

**d. Motion to approve the closure of our Premier Bank Account and transfer funds back to Think Bank**

Move	Second	Vote Aye	Motion
Melissa	Christina	All	Carried

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

**e. Motion to approve Niffy Reiling as the schools IOWA**

Move	Second	Vote Aye	Motion
Dean	Melissa		

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

**f. Motion to approve Niffy Reiling and Kate Gustafson access to Electronic Funds Transfers. This resolution was passed on July 17.**

Move	Second	Vote Aye	Motion
Christina	Lori	All	Carried

Name	
Kate Gustafson, Chair	Aye

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

**13. Next Meeting:** Monday, August 21, 2023 – 6 pm

**14. RBA Events:** \_\_\_\_

**15. Committee Meetings:**

Committee	Date Next Meeting
Finance	Monday, August 21, 2023 @ 5pm
Community Outreach / Grant Committee	TBD
Policy	Monday, August 7, 2023 @ 2pm
Strategy & Continuous Improvement Advisory	Thursday, August 10, 2023 @ 5pm
Personnel Committee	TBD

**19. Adjourn Meeting**

Motion to adjourn the meeting at 7:05pm

Move	Second	Vote Aye	Motion
Lori	Christina	All	Carried