

**Board of Directors Official Minutes**

**Special Meeting**

**Date:** August 15, 2022

**Time:** 6:30 pm – 8:00 pm

**Location:** 125 LIVE

125 Elton Hills Dr NW Rochester, MN

**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.

**3. Attendance: To establish Quorum**

Name	
Pam Johnson, Chair	Present
Crystal Heim, Vice Chair	Absent
Kate Dullard, Secretary	Present
Bobbi Kostinec	Zoom (Out of town)
Deanne Breitenbach	Zoom (Ill)
Brenna Salfi	Zoom (Out of town)
Stacy Aoudia	Excused

Guests
Melissa Walsh, Director of Special Education
Cat Clendenning, Special Education Coordinator
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 August 15, 2022 with the procurement of 3 bids for the outdoor PE shed**

Move	Second	Vote Aye	Motion
Kostinec	Dullard	All	Carried

Name	VOTE
Pam Johnson, Chair	Aye
Crystal Heim, Vice Chair	NO VOTE
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Deanne Breitenbach	Aye

Brenna Salfi	Aye
Stacy Aoudia	EXCUSED

**6. Approval Meeting Minutes**

**Motion to approve meeting minutes from August 8, 2022**

Move	Second	Vote Aye	Motion
Dullard	Breitenbach	All	Carried

Name	VOTE
Pam Johnson, Chair	Aye
Crystal Heim, Vice Chair	NO VOTE
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Deanne Breitenbach	Aye
Brenna Salfi	Aye
Stacy Aoudia	EXCUSED

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

- a. Request sign-in - NONE

**8. Consideration of Claims and Accounts**

- a. End of year Audit - June - July Financials will be presented when completed
- b. No finance meeting since 8/8/2022
- c. Audit starts on 8/22/2022

**Motion to approve**

Move	Second	Vote Aye	Motion

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

**9. Committee Reports -**

- a. **Building / Facilities Committee:**
  - i. Review action items
  - ii. Meeting with the church tomorrow at noon to discuss the framework of the shared use agreement
- b. **Strategy Committee:**
  - i. No Report
- c. **Policy Committee:** Annual Review
  - i. Staff Handbook
  - ii. Family Handbook
- d. **Community Outreach / Grant Committee**
  - i. No report
- 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
5	6	11	22	13	7	9	8

Total of 85 - Estimated **##.##% SPED (Do not have incoming IEP's for accurate data)**

- b. RBA Personnel Resignations:
  - i. Lori Becker, Sped Paraprofessional, effective 8/11/2022
- c. RBA Personnel New Hires:
  - i. Hamid Atchan, Science teacher \$49,216.00 effective 8/22/2022
  - ii. CJ Mitchell, Math at \$37,031.87 effective 8/29/2022
  - iii. Beth Bruns has moved from Math teacher to Special Education Teacher
- d. The Church has a universal masking policy that they are bringing up to their board to remove it
- e. COVID-19 Protocols
  - i. If there is a positive case, the positive person must quarantine for 5 days. Then can return if fever for 24 hours with no medication and symptoms are improving or a negative test.

- ii. Staff and families will be notified if they have had an exposure and recommended to mask and monitor symptoms.
  - iii. Who will make decisions if staff should mask?
- f. Marco quoted us to do the installation of the internet and phones. \$1,500.00

**11. Old Business**

- a. Board Communication Plan (BCP) check in
- b. School Board Protocols - Board Manual
- c. Organizational - Communication Chart
- d. Board Committees
- e. Open Positions – 2 paraprofessionals and the executive director position

**12. New Business**

**a. Motion to approve Staff Handbook for FY 2022-2023**

**Motion to approve**

Move	Second	Vote Aye	Motion
Dullard	Breitenbach	All	Carried

Name	VOTE
Pam Johnson, Chair	Aye
Crystal Heim, Vice Chair	NO VOTE
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Deanne Breitenbach	Aye
Brenna Salfi	NO VOTE
Stacy Aoudia	EXCUSED

**b. Motion to approve Family Handbook for FY 2022-2023 Motion to approve**

Name	VOTE
Pam Johnson, Chair	Aye
Crystal Heim, Vice Chair	NO VOTE
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Deanne Breitenbach	Aye
Brenna Salfi	NO VOTE
Stacy Aoudia	EXCUSED

**c. MOTION to re-establish the Personal Committee**

Name	VOTE
Pam Johnson, Chair	Aye
Crystal Heim, Vice Chair	NO VOTE
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Deanne Breitenbach	Aye
Brenna Salfi	NO VOTE
Stacy Aoudia	EXCUSED

**d. Motion to approve change the Strategy Committee to the Strategy and Communications Committee**

Move	Second	Vote Aye	Motion
Breitenbach	Dullard	All	Carried

Name	VOTE
Pam Johnson, Chair	Aye
Crystal Heim, Vice Chair	NO VOTE
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Deanne Breitenbach	Aye
Brenna Salfi	NO VOTE
Stacy Aoudia	EXCUSED

**e. MOTION to approve the MARCO installations for \$1550.00**

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

<b>Name</b>	<b>VOTE</b>
Pam Johnson, Chair	Aye
Crystal Heim, Vice Chair	NO VOTE
Kate Dullard, Secretary	Aye
Bobbi Kostinec	Aye
Deanne Breitenbach	Aye
Brenna Salfi	NO VOTE
Stacy Aoudia	EXCUSED

**13. Board Parking Lot**

- a. Board Treasurer nominations
- b. Recommendation two committee board members - recruit c.

**14. Next Meeting: Board Meeting on August 29, 2022, at 6:30 p.m. at The Congregational Church United Church of Christ**

**15. RBA Events:**

**16. Committee Meetings:**

<b>Committee</b>	<b>Date Next Meeting</b>
Finance	9/8/2022, 9am Zoom
Community Outreach / Grant Committee	TBD
Policy	TBD
Strategy	TBD
Continuous Improvement	TBD

**19. Adjourn Meeting**

Motion to adjourn the meeting at 8:44 p.m.

Move	Second	Vote Aye	Motion
Breitenbach	Dullard	All	Carried