

Board of Directors Official Minutes

Date: November 16, 2023

Time: 6:00 pm – 7:30 pm

Location: 974 Skyline Drive SW
Rochester, MN 55902

1. **Call Meeting to Order:** The meeting was called to order at 6:05 pm
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	
Kate Gustafson Chair	Here
Dean Frank, Vice Chair	Here
Christina Pruka, Treasurer	Excused
Melissa Gerads	Here
Todd Baringer	Here
Lori Rogers	Here

Guests
Traci LaFerriere, Business Manager
Beth Bruns, Director of Student Supports
Hilary Carr, HR 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 November 16, 2023

Move	Second	Vote Aye	Motion
Rogers	Frank	All	Carried

Name	
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruka, Treasurer	No Vote
Melissa Gerads	Aye
Todd Baringer	Aye
Lori Rogers	Aye

6. Approval Meeting Minutes

Motion to approve meeting minutes from October 25, 2023

Move	Second	Vote Aye	Motion
Baringer	Frank	All	Carried

Name	
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruksa, Treasurer	No vote
Melissa Gerads	Aye
Todd Baringer	Aye
Lori Rogers	Aye

7. Public Forum - Public Forum Guidelines

- a. Request sign-in: No public at this time.

8. Consideration of Claims and Accounts

- a. Met prior to this meeting to review finances, cash flow, finance summary, etc.
- b. Balance sheet - state aids were almost all collected expect 5k due to special education calculations
- c. 11K of fund balance that is restricted to MA items
- d. Looked at where we are this year, compared to what we had budgeted for
- e. Library aid does carry forward to next year. Student support personal aid has to be spent this year. If it is not spent this year, we will lose it.
- f. Current cash flow is based on 85 students. 95 is where we are more comfortable with.

Motion to approve Financial Report

Move	Second	Vote Aye	Motion
Frank	Baringer	All	Carried

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

Name	
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruksa, Treasurer	No Vote
Melissa Gerads	Aye
Todd Baringer	Aye
Lori Rogers	Aye

9. Committee Reports -

- a. **Strategy / Continuous Improvement and Analysis Committee:**

- i. Frank has set up google curriculum storage for teachers to dump their content on. Will talk further about google classroom lesson plans. Frank will reach out to Bruns about resources.

b. Policy Committee:

- i. Policy committee did not meet
- ii. Policy tracker is still in effect and Kate is working on determining next policies

c. Community Outreach / Grant Committee

- i. Fall festival will not be happening this year.
- ii. A spring fling will occur this March 22 or April 12
- iii. November 27 - December 15 (Apple bees & Pizza Ranch) fundraising. There are several options to each place where they can hold an event, sell tickets, or % of sales. For more information to follow.
- iv. Skate-a-thon that incorporates reading.
- v. The school is raising funds for our food drive.
- vi. Kwik trip fundraising by selling gift cards.

10. Director's Report

a. Enrollment - to be updated at meeting

6th	7th	8th	9th	10th	11th	12th	SOAR
5	9	12	12	28	12	14	4

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

b. RBA Personnel Resignations:

- i. n/a

c. RBA Personnel New Hires:

- i. n/a

d. RBA Personnel Terminations:

- i. n/a

11. Old Business

a. Board Communication Plan (BCP) check in: no additions or concerns

b. Board Committees

1. Kate is working on creating a new document of who is on what committee and what is the purpose of the committee/what can we expect them to do for RBA
 - a. Finance Committee - Pruka, Gustafson
 - b. Strategy Committee - Frank, Rogers
 - c. Building/Facility Committee - Tabled
 - d. Community Outreach & Grant Committee -
 - e. Policy Committee - Gustafson,
 - f. Personnel - Frank, Bruske, Baringer

c. Open Positions

12. New Business

a. Motion to approve Niffy Reiling as the loWA for RBA

Move	Second	Vote Aye	Motion
Frank	Rogers	All	Carried

Name	
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruksa, Treasurer	No Vote
Melissa Gerads	Aye
Lori Rogers	Aye
Todd Baringer	Aye

b. Motion to approve

Move	Second	Vote Aye	Motion

13. Board Parking Lot

a. New Board Recruitments

14. Next Meeting: December 14th, 2023 - May not happen due to Winter Break. Will be determined and an email will be sent.

15. RBA Events:

- No events

16. Committee Meetings:

Committee	Date Next Meeting
Finance	TBD
Community Outreach / Grant Committee	TBD
Policy	Tuesday, November 21, 2023
Advisory/Strategy	TBD

Continuous Improvement	TBD
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17. Baringer brought up insurance opportunities to save costs.

18. Baringer brought up succession plans, Gustafson reached out to the GUILD for plans.

19. Adjourn Meeting

Motion to adjourn the meeting at

Move	Second	Vote Aye	Motion
Rogers	Gerads		