

Board of Directors Official Minutes

**Date:** April 18, 2024

**Time:** 6:00 pm – 7:30 pm

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

1. Call Meeting to Order: 6:00pm
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. Read by Christina
3. **Attendance:** To establish quorum

Name	Attendance
Kate Gustafson Chair	Here
Dean Frank, Vice Chair	Here
Christina Pruksa, Treasurer	Here
Melissa Gerads	Absent

Guests
Niffy Reiling, Executive Director
Traci LaFerriere, Business Manager
Beth Bruns, Director of Student Supports

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

**Motion to approve agenda for April 18th, 2024**

Move	Second	Vote Aye	Motion
Christina	Dean		Carried

Name	Attendance
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruksa, Treasurer	Aye
Melissa Gerads	N/V

6. **Approval Meeting Minutes**

**Motion to approve meeting minutes from March 21st, 2024**

Move	Second	Vote Aye	Motion
Dean	Christina		Carried

Name	Attendance
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Melissa Gerads	N/V

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

a. Request sign-in -

- i. Elisa Voeltz
- ii. Ellen Nelson

**8. Consideration of Claims and Accounts**

a. Motion to approve Financial Report

Move	Second	Vote Aye	Motion
Dean	Christina		Carried

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

Name	Attendance
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Melissa Gerads	N/V

b. Motion to approve the FY2024 Budget Revision as:

	Fund 01	Fund 02
<b>Revenues</b>	<b>\$2,460,867</b>	<b>\$21,734</b>
<b>Expenditures</b>	<b>\$2,341,472</b>	<b>\$21,733</b>
<b>Net Income</b>	<b>\$119,395</b>	<b>\$1</b>
<b>Ending Balance</b>	<b>\$886,874</b>	<b>\$1</b>
<b>There is a \$21,400 transfer from fund 01 to fund 02.</b>		

<b>Move</b>	<b>Second</b>	<b>Vote Aye</b>	<b>Motion</b>
Dean	Christina		Carried

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

<b>Name</b>	
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruksa, Treasurer	Aye
Melissa Gerads	N/V

**9. Committee Reports -**

**a. Building / Facilities Committee:**

- i. No Report

**b. Strategy / Continuous Improvement and Analysis Committee:**

- i. Moving forward with finalizing data behind cell phone policy
  - 1. Next meeting to go over the parent survey to be done by May's meeting
  - 2. Wait until June to vote to implement in Fall
- ii. Personnel Committee to start soon

**c. Policy Committee:**

- i. Met via email on April 9th.
- ii. Several policies to be voted on in new business.
- iii. More policies (20-30) will be reviewed before our next board meeting. Not all will be sent to the board.

**d. Community Outreach / Grant Committee**

- i. Kwik Trip fundraiser made \$1,536
- ii. Spring Fling was a success and raised \$860
  - 1. Vicki took wonderful notes and took suggestions for next year.
- iii. Soft launch for Shoe Drive to go out in May to ramp up in the Fall

**10. Director's Report**

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

6th	7th	8th	9th	10th	11th	12th + Soar
9	10	12	11	26	15	16

Total of 99 - Estimated 87.8% SPED

- b. RBA Personnel Resignations:
  - i. Cyrus Conklyn, Sped Paraprofessional, effective March 28th, 2024
- c. RBA Personnel New Hires:
  - i. No report
- d. RBA Personnel Terminations:

**11. Old Business**

- a. Board Communication Plan (BCP) check in
- b. Open Positions
  - 1. Seeking Community Member for the Board
  - 2. 2 teacher members interested once we get the community member on board

**12. New Business**

**a. Consent Agenda Items**

Item	Details
Policy Updates	211 304 310 311 314 315 401 402 505 507 508 529

\*\*By approving this consent agenda, the board affirms that each member has reviewed the items and agrees to the proposed actions without the need for further discussion, unless an item is removed for separate consideration.

Move	Second	Vote Aye	Motion
Dean	Christina		Carried

Name	
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Melissa Gerads	N/V

- b. **Board Retreat** - We need to pick a date for this summer
  - i. Email dates to Kate for consideration
- c. **Strategic Plan** - Let's review and see where we are with our goals
- d. **Board Elections** -
  - i. Positions up for election
    - 1. Board Chair
    - 2. Vice Chair
    - 3. Treasurer
    - 4. Teacher Member
    - 5. Parent Member
  - ii. Letters of consideration due May 17, 2024 by 11:59pm to Kate

**13. Board Parking Lot**

- a. **New Board Recruitments**

**14. Next Meeting: May 16th, 2024**

**15. RBA Events:**

- a. **SEAC Meeting on April 24th, 12:00 p.m.**

**16. Committee Meetings:**

<b>Committee</b>	<b>Date Next Meeting</b>
Finance	May 16, 2024 @ 5pm
Community Outreach / Grant Committee	May 7, 2024 @ 5 pm
Policy	TBD9
Strategy / Continuous Improvement and Analysis Committee	May 9, 2024 @ 5pm
Personnel Committee	TBD

**19. Adjourn Meeting**

Motion to adjourn the meeting at

Move	Second	Vote Aye	Motion
<b>Christina</b>	<b>Dean</b>		<b>Carried</b>