

Board of Directors

Date: June 18, 2024

Time: 6:00 pm – 7:30 pm

Location: 974 Skyline Drive SW
Rochester, MN 55902

1. Call Meeting to Order: 6:03pm

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: Dean Frank

3. **Attendance:** To establish quorum

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

Guests

Beth Bruns	Interim Executive Director
Traci LaFerriere	Business Manager
Khristie Cano	Parent
Lizzi Clobes	Teacher
Elisa Voeltz	Community Member
Mia Gerads	Former RBA Student

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

5. **Approval of Agenda**

a. **Motion to approve agenda for June 18th, 2024**

Move	Second Vote	Vote	Motion
Christina	Dean		Carried

Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Melissa Gerads	Aye

6. Public Forum - Public Forum Guidelines

7. Consideration of Claims and Accounts

- a.) Committee met and went through details of accounts at 5pm today
- b.) Lease Aid Application was completed and will be finished at this board meeting
- c.) Audit field work is scheduled for Sept 3, 2024
- d.)

**Rochester Beacon Academy #4238
Financial Report to the School Board
May 2024**

The following reports are provided for review: Think Bank and Premier Bank statements, receipt listing, check listing, wire listing, outstanding payments listing, journal entry listing, bank reconciliation, balance sheet and cashflow schedule.

The balance sheet shows the school has sufficient cash available to meet immediate obligations. The school has prepaid \$506.79 in auto glass repair that will be reimbursed by the landlord. \$11,005 of the fund balance is reserved for medical assistance expenses.

The cashflow schedule shows May actual and a schedule of June 2024 projected revenues and expenditures. There is a column to the right that shows the projected end of year accruals which are primarily the 10% state aid holdback and salaries and benefits earned in FY2024 but paid after June 30. The actual column to the right shows expected variance from the revised budget.

State revenues have been estimated based on 94.64 adm/112.38 wadm. The annual net income of the combined funds is expected to be \$122,304. The ending fund balance in the general fund as a percentage of expenditures is expected to be 38.18%.

Fund balance may be important because of the 94.64 students enrolled in grades 6-12/SOAR, 25.16 are in grade 10. If the school does not attract students in the lower grades, enrollment will drop significantly after FY2026 when the large 10th grade graduates.

Motion to approve Financial Report

Move	Second	Vote	Motion
Dean	Melissa		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 Pruka, Treasurer	Aye
Melissa Gerads	Aye

8. Old Business

a. Motion to approve Board Minutes from the May 16, 2024 meeting

Move	Second Vote	Vote	Motion
Dean	Melissa		Carried

Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Melissa Gerads	Aye

b. Motion to approve Board Minutes for the June 6th, 2024 meeting

Move	Second Vote	Vote	Motion
Melissa	Dean		Carried

Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Melissa Gerads	Aye

c. Board Communication Plan (BCP) check in

d. Executive Director Search update

- i. Two applicants will be interviewed on Jun 25, 2024
- ii. Special board meeting possibly on Jun 28, 2024 at 4:45pm

e. Committee Reports

- i. Community Outreach and Grant Committee (COGS)
 - 1. Met on 6/10 at 5p.m.
 - 2. Brainstorming website ideas to update
 - 3. Christina to reach out to Rochester Sports Teams, Adaptive Sports, etc. to market RBA
 - 4. Pizza Ranch to have students work out there
 - 5. Beth is working on the school calendar updates
 - 6. Setting up fundraising dates
 - 7. Melissa is working on resourcing for RBA and Drug Court
 - 8. Skate-a-Thon to be held in February

- a. Can be any weekend, but we have two on the docs. Hopeful to have a decision made by September
 - b. Donation made for the skates for all involved
 - 9. COGS committee will focus on 4 fundraising events
 - a. Kwik Trip
 - b. Skate-a-Thon
 - c. Pizza Ranch
 - d. Spring Fling
 - 10. We will also be in charge of the ice cream social to start the year in August.
- ii. Policy Committee
 - 1. Focused on ED hiring
 - 2. July will bring more policies
- iii. Strategic and Continuous Improvement and Analysis Committee (SCIAC)
 - 1. Didn't have a chance to meet
 - 2. Cell phone policy will be on hold until the new ED starts.
 - a. Possibly voting in July
 - b. Locking cell phone pouches?
 - c. Need to look at IEP alternatives for phones
 - d. Middle schools have a total ban on cell phones
- iv. Building/Facilities Committee
 - 1. Need to look at January 2025 for building leases if we are not planning to stay.
 - 2. Lease is up July 2025.

9. Directors Report

a. Enrollment

End of Year Enrollment - 99 total - SpEd 83%

6th	7th	8th	9th	10th	11th	12th	SOAR
9	9	12	11	26	17	14	1

FY25 Enrollment as of 06.17.204 - Approx. 105 - SpEd 77%

6th	7th	8th	9th	10th	11th	12th	SOAR
4	9	12	14	12	27	19	5

b. RBA Personnel Resignations

- i. Niffy Reiling, Executive Director, effective June 4, 2024

c. RBA Personnel New Hires

- i.

d. RBA Personnel Terminations / Non - Renewal

- i. Diona Hargatt, Paraprofessional, effective May 31st, 2024

10. New Business

a. School Board Election

- i. Motion to approve Elisa Voeltz as a community member representative.

Move	Second Vote	Vote	Motion
Christina	Dean		Carried

Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye

Christina Pruksa, Treasurer	Aye
Melissa Gerads	Aye

ii. Motion to approve Kristie Cano as a parent member representative.

Move	Second Vote	Vote	Motion
Melissa	Christina		Carried

Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruksa, Treasurer	Aye
Melissa Gerads	Aye

iii. Motion to approve Lizzi Clobes as a teacher member representative.

1. Vote tabled for special meeting at end of June.

Move	Second Vote	Vote	Motion
		Tabled	

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

iv. Motion to approve Melissa Gerads as a community member representative in place of a parent representative.

Move	Second Vote	Vote	Motion
Christina	Dean		Carried

Name Attendance	

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

v. Recognition of board positions (board chair, vice chair, treasurer, secretary)

1. **Board Chair -**
2. **Vice Chair - Dean Frank**
3. **Treasurer - Christina Pruka**
4. **Secretary -**

b. Heartman Insurance

i. Motion to approve Heartman Insurance with the majority increase in premium going to the employer.

Move	Second Vote	Vote	Motion
Dean	Christina		Carried

Name Attendance	
Kate Gustafson Chair	Aye
Dean Frank, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Melissa Gerads	Aye
Kristie Cano	Aye
Elisa Voeltz	Aye

c. School Calendar 2024-2025

- i. **Prom will be Apr 26, 2024**
- ii. **Graduation will be May 29, 2024**

d. Lottery / Admission Policy

e. Conflict of Interest Forms

- i. **Everyone needs to sign them please**

11. Committee Meetings:

Finance Committee: Tuesday, July 16 at 5:00pm
Community Outreach and Grant Committee: Monday, July 15 at 5:00pm
Policy Committee:
Strategic and Continuous Improvement and Analysis Committee (SCIAC): Jul 11, 2024 @ 5pm

12. **RBA Events:** Thursday, August 22, 2024 from 5:00 - 7:00 is our back-to-school Ice Cream Social

13. **Next Meeting:** Tuesday, July 16 2024 @ 6pm

14. **Adjourn Meeting**

f. Motion to adjourn the meeting @ 7:51pm

Move	Second Vote	Vote	Motion
Melissa	Christina		

Name Attendance	
Kate Gustafson Chair	
Dean Frank, Vice Chair	
Christina Pruka, Treasurer	
Melissa Gerads	