

Rochester Beacon Academy Board of Directors Regular Board Meeting Minutes

Date: September 18, 2025

Time: 6:00 pm – 7:30 pm

Location: 974 Skyline Drive SW
Rochester, MN 55902

Call Meeting to Order: 6:05pm

Reading of Mission: RBA equitably meets the unique needs of students by inspiring integrity, cultivating compassion, and practicing perseverance. Read by: Christina

Attendance: To establish quorum

Name	Attendance
Ellen Nelson, Chair	present
Elisa Bruske, Vice Chair	present
Christina Pruka, Treasurer	present
Khristie Cano, Secretary	present
Lizzi Clobes, Teacher Member	present
Kate Cook, Teacher Member	present
Jori Eidem, Parent Member	absent

Guests:

Beth Bruns	Executive Director, Ex Officio
Traci LaFerriere	Business Manager

Conflict of interest: None

Approval of Agenda:

Move	Second Vote	Motion
Approved	Lizzi	Khristie

Ellen Nelson, Chair	aye
Elisa Bruske, Vice Chair	aye
Christina Pruka, Treasurer	aye
Khristie Cano, Secretary	aye
Lizzi Clobes, Teacher Member	aye
Kate Cook, Teacher Member	aye
Jori Eidem, Parent Member	absent

Public Forum - Public Forum Guidelines -

Old Business

1. Approve August 21, 2025 Board Minutes

Move	Second Vote	Motion
Approved	Elisa	Christina

Ellen Nelson, Chair	aye
Elisa Bruske, Vice Chair	aye
Christina Pruka, Treasurer	aye
Khristie Cano, Secretary	aye
Lizzi Clobes, Teacher Member	aye
Kate Cook, Teacher Member	aye
Jori Eidem, Parent Member	absent

2. Committee Reports

- **Community Outreach and Recruitment Committee (CORC)**
- Meeting September 8th
- Fundraising Options
 01. Discussed Boo Bash and Spring Fling Events
 - Boo Bash Friday October 24th
 - Escape room - Confirmation with previous organizer
 - Costume contest

- Possible social media and flyer to families
- 02. Discussed Pizza Ranch - Possible fundraising
- 03. RBA Merchandise - Sale for students to raise money
- 04. Book Fairs in Fall and Spring
- 05. Library purchases through Garden Party books
- 06. Possibly speak with RPS about sports - contacts made to speak with RPS
- 07. Confer with Student Counsel possible
- 08. Donations from local businesses
- 09. "Magic letter" over all ask for businesses

- Policy Committee

- 01. Discussed several policies that have been updated with new legislation and finalized the Student and Staff Handbooks. Communication plan this week will be finalized this week. Actively working on policies that are missing and those that need review.

To Board for approval

- Policy #315: Procurement - (Resent for October Board Meeting Approval)
- Student Handbook
- Staff Handbook

-will finalize formatting on everything discussed tonight.

-will check with our attorney about personal laptops and upload final PDFs to the website.

- District Advisory Committee (DAC)

Dr. Julie Winn joined us to give us information on our new mentorship program, *Green to Great*. We have completed the Communication Plan and are actively working on grant writing, succession planning, building a multi-tiered system of supports, and recruiting. Mentoring tool kit for mentors and mentee as well as administrative tools. (Connecting veteran teachers and new teachers.)
 -Grant funds wish list
 -

- Finance Committee

Rochester Beacon Academy #4238
 Financial Report to the School Board
 August 2025

Fiscal Year 2025

The fiscal year 2025 audit is in process. Unaudited UFARS data was submitted to MDE by the September 15 deadline. The next deadline is November 30 to submit audited UFARS data and the compliance table. The final audit document is due by December 31.

Fiscal Year 2026

The following reports are provided for review: bank statement, journal entries listing, receipt listing, check listing, wire listing, bank reconciliation, outstanding payments listing, balance sheet and income statement.

The balance sheet shows the school has sufficient cash available to meet immediate obligations. The state owes the school \$160,450 of prior year revenue. The school has the following restricted fund balances: \$3794 read act literacy aid, \$3426 teacher compensation read act, \$3844 student support, \$19,075 library, and \$16,380 medical assistance.

The FY2025/FY2026 income statement shows the FY2025 revenues, expenditures, and ending balances in each fund and compares year to date (July and August) revenues and expenditures to the FY2026 budget. Revenues and expenditures should be monitored to prevent actual from falling short of or exceeding budget.

The prior year ending general fund balance was \$1,204,251. The FY2026 budget assumed 128 adm and a net income in the general fund of \$351,777. The September statements will be updated for actual enrollment, changes in state funding, staffing, and a van purchase. The prior year 02-fund balance ended at \$0 after a \$22,052 transfer from the general fund. The FY2026 budget assumes a \$23,655 transfer will be necessary to keep the 02-fund balance from being negative.

The school will have to monitor the state aid payments because they may be adjusted for enrollment, special education aid calculations, or prior year adjustments. Also, federal expenditures must be made before reimbursement may be requested which may impact cashflow.

- **Facilities Committee**

Gathering information for a new building
Stage one vision and planning phase
Needs assessment
Feasibility study - financial
Community and Stakeholder and students surveys
Financial planning and funding

- **Governance Committee**- to meet next month

3. Director's Report

Dear Esteemed RBA Board of Directors,

As we approach a month of having staff and students in the building, we're excited to share early progress aligned with our three internal goals: Curriculum, Community, and Culture.

Curriculum

We are setting a strong academic pace, beginning with a focus on District assessments using Fastbridge. This work ensures we have current and accurate data to guide instruction, set meaningful goals, and establish benchmarks that support student growth throughout the year.

Community

We're exploring a potential partnership with local bookstore Garden Party Books to promote literacy and encourage a "shop local" mindset within our school community. In addition, our Transitions Department has been actively building curriculum and making connections to help prepare students for life beyond high school—whether that's college, career, or independent living. These pieces are essential to broadening opportunities and strengthening post-secondary readiness for our students.

Culture

We remain committed to cultivating a positive, inclusive, and student-centered school culture. A special shoutout to our new Director of Student Support, Dr. Amy Woxland (known to many students as Doc Wox), for the incredible work she's doing leading our S3 Team. Her leadership is already making a strong impact through her promotion of The RBA Way, consistent use of "shark cards," and student incentive programs that reinforce positive behavior and school pride. I'd also like to give a huge shoutout to all the RBA staff for the incredible hard work they've put in so far this year. Transitioning our students back into routine after summer break is no easy task—but they've handled it with professionalism, patience, and care. Thank you for setting such a strong foundation for a successful school year!

We look forward to sharing more updates as the year progresses.

Warm regards,
 Beth Bruns
 Executive Director
 Rochester Beacon Academy

- Enrollment

6	7	8	9	10	11	12
4	9	16	14	19	20	25 + 8
0	3 - Pending acceptance	2 Pending acceptance 2- Waitlist	0	1 Pending acceptance 5 - Waitlist	3 - Waitlist	0

- RBA Personal Resignations
- RBA Personnel New Hires
 Jamie Schlichting effective Sept 8th 2025 SPED and School Counselor
- RBA Personal Terminations

4. Board Self-Assessment
 To be turned in

New Business:

5. Para Handbook

Move	Second Vote	Motion
Approved	Kate	Christina

Ellen Nelson, Chair	aye
Elisa Bruske, Vice Chair	aye
Christina Pruka, Treasurer	aye
Khristie Cano, Secretary	aye
Lizzi Clobes, Teacher Member	aye
Kate Cook, Teacher Member	aye
Jori Eidem, Parent Member	absent

6. Communication Plan

Move	Second Vote	Motion
Approved	Khristie	Lizzi

Ellen Nelson, Chair	aye
Elisa Bruske, Vice Chair	aye
Christina Pruka, Treasurer	aye
Khristie Cano, Secretary	aye
Lizzi Clobes, Teacher Member	aye
Kate Cook, Teacher Member	aye
Jori Eidem, Parent Member	absent

Committee Meeting:

Facilities Committee: Wednesday, October 8, 2025 at 5:00 P.M.
District Advisory Committee (DAC): Thursday, October 9, 2025 at 5:00 P.M.
Community Outreach and Recruitment Committee (CORC): Monday, October 13, 2025 at 5:00 P.M.
Policy Committee: Tuesday, October 7, 2025 at 5:00 P.M.
Finance Committee: Thursday, October 23, 2025 at 5:00 P.M.

**** All committee meetings will be held in person and via Google Meet.**

RBA Events: Boo Bash is Friday, October 24, 2025

Next Meeting: Next regular Board Meeting is on Thursday, October 23, 2025, at 6:00 pm, in person

Adjourn Meeting: 6:45

Move	Second Vote	Motion
Approved	Kate	Lizzi

Ellen Nelson, Chair	aye
Elisa Bruske, Vice Chair	aye
Christina Pruka, Treasurer	aye
Khristie Cano, Secretary	aye
Lizzi Clobes, Teacher Member	aye
Kate Cook, Teacher Member	aye
Jori Eidem, Parent Member	absent

Respected submitted by: Khristie Cano