

Rochester Beacon Academy Board of Directors Regular Board Meeting Official Minutes

Date: November 20, 2025

Time: 6:00 pm – 7:30 pm

Location: 974 Skyline Drive SW
Rochester, MN 55902

Call Meeting to Order: 6:04 pm

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

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
Jori Eidem, Parent Member	Present
Kate Cook, Teacher Member	Present

Guests:

Beth Bruns	Executive Director, Ex Officio
Amy Woxland	Director of Student Supports
Traci LaFerriere	Business Manager

Conflict of interest: None

Approval of Agenda:

Move	Second Vote	Motion
Lizzi	Christina	Approved

Ellen Nelson, Chair	Aye
Elisa Bruske, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Khristie Cano, Secretary	Aye
Lizzi Clobes, Teacher Member	Aye
Jori Eidem, Parent Member	No vote
Kate Cook, Teacher Member	Aye

Public Forum - Public Forum Guidelines -

Old Business

- 1. Approve October 23, 2025 Board Minutes

Move	Second Vote	Motion
Khristie	Lizzi	Approved

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

- 2. Committee Reports

- Community Outreach and Recruitment Committee (CORC)
We continued to discuss opportunities for fundraising and will move forward with several options. We approved the letter that will go to local businesses. Kwik Trip fundraiser is ready to go. Discussed new logo possibilities.
- KWIK TRIP- Fundraiser for Senior Trip
- Continue to try to contact Pizza Ranch
- Possible Gift Wrap station by Barnes & Noble

- Policy Committee

Goals almost met, although we will not have a typical policy meeting in December, we will use our scheduled meeting time as a check point for completing our assignments. We will also plan to sketch out an annual policy review cycle at that time.

- District Advisory Committee (DAC)

We discussed two policies that will determine DAC's focus for this school year. Moving forward, our priority will be to create a long-term strategic plan (LTSP) for the board to approve. We will also continue to check in on mentoring and succession planning. Our next meeting in December will be an in-person working meeting.

In person meeting next

Note: Committees make lists of other questions for stakeholders so we can compile a next survey. From DAC: Is there a barrier to getting students to school?

- Finance

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

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

The balance sheet shows the school has sufficient cash available to meet immediate obligations. The state owes the school \$3,514 of prior year's 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 income/cashflow statement shows October actual and a schedule of November-June projected revenues and expenditures and compares year to date to the FY2026 budget. 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 FY2026 but paid after June 30. The estimated actual column to the right shows expected variance from the adopted budget and may become the revised budget. Revenues and expenditures should be monitored to prevent actual from falling short of or exceeding budget.

The prior year ending general fund balance is more than estimated in the authorized budget at \$1,204,251. State revenues have been adjusted to 117 estimated actual adm/139.6 wadm. The current schedule estimates a positive net income of \$112,551 and a \$24,829 transfer between funds. The ending fund balance in the general fund is expected to be \$1,316,802. The FY2026 budget assumed 128 adm/151.8 wadm, a net income in the general fund of \$351,777, a \$23,655 transfer between funds, and \$1,548,395 ending fund balance.

Revenues have been adjusted for actual enrollment and changes in state funding. Expenses have been adjusted primarily for 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

- There are Four phases:

Phase one: Vision and planning

- needs of the building enrollment
- Realtor proposals and interviews

- Looking for a space to lease with the understanding that we will work toward owning our own building.

Phase Two: Design + Pre-Construction Phase:

- Construction: meeting with city, architect for zoning.
- Stay within city limits for transportation.

Phase three: Construction Phase

Phase four: Project Completion and Occupancy Phase

3. Director's Report

RBA remains steadfast in meeting the expectations outlined in its charter contract, improving academic achievement across content areas, and reducing disparities in student outcomes. The Quarter 1 data reflect both areas of success and clear opportunities for continued improvement. The administrative team will use these findings to adjust instructional supports, refine behavior and attendance interventions, and ensure that all students remain on a pathway toward academic growth and graduation.

Additional updates will be provided throughout the school year as further assessment and operational data are collected.

- Enrollment

2025-2026 School Year Enrollment (plus 4)

6	7	8	9	10	11	12
4	11	15	14	20	19	12+8

- RBA Personal Resignations
N/A
- RBA Personnel New Hires
N/A
- RBA Personal Terminations
N/A

New Business:

4. Lease Aid Acknowledgements

5. Policy

- 315: Procurement
- 522: Title IX
- 620: Credit for Learning
- 722: Public Data and Subject Data Requests

Move	Second Vote	Motion
Elisa	Jori	Approved

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

- 6. Committee Charters
 - Discussion

- 7. School & Board Dashboards
 - School Dashboard examples of areas of focus, student retention and attendance
 - Tracking Board Training
 - Attendance

Committee Meetings:

Facilities Committee: Wednesday, December 3 at 4:00 P.M.
District Advisory Committee (DAC): Thursday, December 11, 2025 at 5:00 P.M.
Community Outreach and Recruitment Committee (CORC): Monday, December 8, 2025 at 5:00 P.M.
Policy Committee: Tuesday, December 9, 2025 at 5:00 P.M.
Finance Committee: Thursday, January 15, 2026 at 5:00 P.M.
Governance Committee: Wednesday, December 3, 2025 at 5:00 P.M.

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

RBA Events:

Next Meeting: Next regular Board Meeting is on Thursday, January 15, 2026 at 6:00 pm, in person

Adjourn Meeting: 6:50pm

Christina Elisa

Move	Second Vote	Motion
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Christina	Elisa	Approved
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Ellen Nelson, Chair	Aye
Elisa Bruske, Vice Chair	Aye
Christina Pruka, Treasurer	Aye
Khristie Cano, Secretary	Aye
Lizzi Clobes, Teacher Member	Aye
Jori Eidem, Parent Member	Aye
Kate Cook, Teacher Member	Aye

Respectfully submitted by: Khristie Cano