

## Rochester Beacon Academy Board of Directors Official Minutes

**Date:** March 19, 2026

**Time:** 6:00 pm – 7:30 pm

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

**Call Meeting to Order:** 6:01pm

**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

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

**Guests:**

Beth Bruns	Executive Director, Ex Officio
Traci LaFerriere	Business Manager

Amy Woxland  
Marvin Myers

**Conflict of interest: None**

**Approval of Agenda:**

<b>Move</b>	<b>Second Vote</b>	<b>Motion</b>
approved	Kate	Lizzi

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

**Public Forum (review guidelines):****Old Business:**

1. Approve February 15, 2026 minutes

<b>Move</b>	<b>Second Vote</b>	<b>Motion</b>
Christina	Khristie	approved

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

2. Motion to close the meeting

<b>Move</b>	<b>Second Vote</b>	<b>Motion</b>
Jori	Lizzi	approved

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

3. Adopt the report

Move	Second Vote	Motion
approved		

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

4. Committee Reports

- Community Outreach and Recruitment Committee (CORC)
  - Request donations from Hy-Vee & other store
  - Flier/invitation for families-ask staff for assistance with design
  - Ask for assistance with bingo cards
- District Advisory Committee (DAC)
  - Our sole focus for this spring will be writing a long-term strategic plan. Our goal is to have a draft ready for board review at our annual board meeting in June. We are currently researching and looking at examples from other schools. Our next meeting will be a working meeting so we can start building an outline.
  - Securing a new authorizer
- Facilities
  - Decision to halt finding a new building because of loss of Authorizer in June.

- Finance

Rochester Beacon Academy #4238  
Financial Report to the School Board  
February 2026

The following reports are provided for review: bank statements, 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 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 February actual and a schedule of March-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 \$97,971 and a \$24,728 transfer between funds. The ending fund balance in the general fund is expected to be \$1,302,222. 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 staffing and 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.

- Governance
  - Checked in with Executive director about needs and succession
  - Time spent on investigation
  - Discussed board elections
- Policy Committee

-We have officially completed the list of missing mandatory policies! We are now working our way through missing legislative policies and working to align the rest of our existing policies with MSBA's policy library and numbering system. This month, we are asking the board to approve 9 policies and a couple of minor

changes to our bylaws (pending Guild approval).

-Moving forward, we have decided to pull MSBA policies directly from the website as several of the ones we initially downloaded are now outdated (the folder has been moved into Policy Committee archives). We also discussed

-Finish cross-checking bylaws/statute/elections policies and finalize 401, 721, 201, 202, 203, 203.1, 203.2, 203.5, 203.6, and bylaws; prep 204, 206, 207 for next meeting

-Notify families of policies to be addressed at board meeting; focus on updating website this month

- Prep 209, 211, 212 for next meeting

## 5. Director's Report

Dear RBA Board of Directors

I would like to provide a brief update on staff initiatives, student progress, and current priorities at the Academy.

### **Staff Updates**

- Administration is preparing for annual state and district testing, including staff and student training on testing procedures.
- The Literacy Team continues monthly professional development with CARIEALL in support of RBA's Literacy Plan. The plan is updated annually, and a revised version will be presented to the board in the coming months.
- Teachers continue working with Christine Meshak from SSC to strengthen the implementation of literacy practices in classrooms, supporting ongoing literacy development across all content areas.
- Dr. Amy, Kate, and I completed the district's Comprehensive Needs Assessment (CNA), bringing us close to completing Phase 1 of our Performance Improvement Plan (PIP) with MDE. This assessment will guide the strategic plan currently being developed with the DAC Committee.
- The Student Support Services (S3) team continues strengthening our MTSS framework through Social Emotional Learning and behavior regulation support. Over the summer, administration will focus on building a stronger academic tiered support system in addition.

### **Student Updates**

- Juniors and seniors are preparing for upcoming ACT testing.
- Service Learning students attend weekly programming at SEMCIL on Thursdays to develop cooking skills and volunteer at the local food shelf on Wednesdays.
- SOAR students continue to thrive and are successfully participating in daily off-campus learning opportunities.

### **Current Focus**

Recent news regarding the upcoming closure of our school authorizer has created urgency around several key initiatives and areas for improvement. The primary focus in the coming weeks will be preparing students for state testing in mid-April.

Thank you for your continued support of our students and staff.

**2025-2026 School Year Enrollment** as of 3/12/26      Total:113      SPED: 80%

6	7	8	9	10	11	12
6	13	14	14	20	21	19+6

RBA Hires  
N/A

RBA Resignations  
Sammy Duarte, Special Education Paraprofessional effective March 9, 2026.

RBA Terminations / Non-renewal  
N/A

**New Business:**

6. 2025-2026 Budget Revision Discussion:

Continue engaging Dr. Meg Cavalier as an advisor to the Executive Director to support development and implementation of a strategic plan focused on:

- Strengthening support for the Board Chair
- Building stakeholder and community support for acquiring a new authorizer
- Assisting with development of the Strategic Plan

The Board discussed continuing with Dr. Meg Cavalier’s support through the remainder of the year, with acknowledgment that doing so will exceed the approved 2025–2026 budget. The Board recognized the value of continued strategic and organizational support during this period and discussed incorporating ongoing consulting expenses into future budget planning.

7. 2026-2027 School Calendar Amendment

**To include: correction of the May PD date change, the Annual District Advisory Committee (DAC) Meeting, Special Education Advisory Council (SEAC) meeting, and assessment dates.**

Move	Second Vote	Motion
Christina	Kate	approved

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

8. Policies to Adopt and Remove:

- 203: Operation of the Charter School Board - Governing Rules
- 203.1: Charter School Board Procedures; Rules of Order
- 203.2: Order of the Regular Charter School Board Meeting
- 203.5: Charter School Board Meeting Agenda
- 203.6: Consent Agendas
- 721: Uniform Grant Guidance Policy Regarding Federal Revenue Sources

Remove  
401: At-Will Employment

Move	Second Vote	Motion
Jori	Lizzi	approved

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

9. Change in Authorizer (CIA) process and timeline

<b>Move</b>	<b>Second Vote</b>	<b>Motion</b>
Jori	Khrisite	approved

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

**Committee Meetings:**

<b>Community Outreach and Recruitment Committee (CORC):</b> Monday, April 13, 2026 at 5:00 P.M.
<b>District Advisory Committee (DAC):</b> Thursday, April 9, 2026 at 5:00 P.M.
<b>Facilities Committee:</b> Monday, April 6, 2026 at 5:00 P.M.
<b>Finance Committee:</b> Thursday, April 16, 2026 at 5:00 P.M.
<b>Governance Committee:</b> TBD
<b>Policy Committee:</b> Tuesday, April 7, 2026 at 5:00 P.M.

**\*\* All committee meetings will be held via Google Meet.**

**RBA Events:** ACT is March 24; end of 2nd quarter is March 27; Spring Break is March 28 - April 5, Prom is April 18; no school April 20

**Next Meeting:** Next regular Board Meeting is on Thursday, April 16, 2026 at 6:00 pm, in person

**Adjourn Meeting: 7:07 pm**

<b>Move</b>	<b>Second Vote</b>	<b>Motion</b>
Lizzi	Christina	approved

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