Rochester Beacon Academy Board of Directors
Regular Board Meeting Unofficial Minutes

Date: April 16, 2026

Time: 6:00 pm – 7:30 pm

Location: 974 Skyline Drive SW
Rochester, MN 55902

Call Meeting to Order: 6:05

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

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
Eli Zetzsche	
Page Gallas	

Conflict of Interest:

Approval of Agenda:

Move	Second Vote	Motion

Approved	Elisa	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	No vote

Public Forum (review guidelines): N/A

Information and Outreach:

1. Committee Reports
   - Community Outreach and Recruitment Committee (CORC)
     -April 13, 2026
     -Spring Fling was discussed who will be providing items and finished finalizing details
     -Flier/invitations for families
     -Games, snacks, and prizes
     -How might the SOAR help out

   - District Advisory Committee (DAC)
     -April 9, 2026
     -Guest Dr. Meg Cavalier gave an overview of the strategic planning process
     -Dr. Cavalier explained how the parent, staff, student, community members and board member surveys will help guide the the strategic plan
     -Will review and ask for approval from the Board for budget and plan finalization
     -Curriculum wants/needs from staff after assessing the curriculum they have used this past year.

   - Facilities Committee
     -3rd investor purchased the building and sent a lease
     -needs an Authorizer sign off
     -currently working on securing a new authorizer
     -the authorizer process will possibly take 3 or so months
     -potential of signing a lease pending authorizer agreement, negotiation needed and securing a timeline from MDE
     -the lease needs to be negotiated once above issues are cleared

   - Finance Committee

     Financial Report to the School Board
     March 2026

The following reports are provided for review: bank statements, receipt listing, check listing, wire listing, bank reconciliation, outstanding payments, journal entries, balance sheet, and income/cashflow/revised budget 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 March actual and a schedule of April-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/rv bdgt column to the right shows expected variance from the adopted budget and should be approved as the revised 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 110.82 adm/132.04wadm (down from last month 117 adm/139.6 wadm). The current schedule estimates a positive net income of $44,081 and a $23,883 transfer between funds. The ending fund balance in the general fund is expected to be $1,248,332. The FY2026 original 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 the 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 $23,883 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.

The FY2026 revised budget should be approved as:

Fund 01 Fund 02
Revenue $3,118,212 $24,117
Expense $3,074,131 $24,117
Net $44,081 $0
Ending $1,248,332 $0

A year end transfer from fund 01 to fund 02 is authorized at the minimum amount to create a positive fund balance in fund 02.

- Policy Committee
  -April 7, 2026
  -Created a plan to complete our policy overhaul by July. It is ambitious and will require a lot of reading by board members, but we feel that helping us iron out our policies as soon as reasonably possible is the best way for the board to assist with the Change in Authorizer process. In general, the plan is to adopt most of the MSBA model policy language and to remove any other remaining original RBA policies that are no longer necessary or that have been addressed in other policies during our overhaul. We will share a spreadsheet with board members that details the policies

to be addressed each month, the amount of reading each policy requires, and our committee's recommendation for each. Once we have completed the policy overhaul, we plan to spend our August meeting finalizing a policy review cycle that we can then implement for the 2026-27 school year.

2. Director's Report

Dear Esteemed Board of Directors,

As we begin Quarter 3, our school community has returned from Spring Break refreshed and ready to take on the final stretch of the academic year. This is an important time as we continue to build momentum and support student success through the remainder of the year.

Our Executive Team has been actively engaged in the process of interviewing and identifying a new authorizer. This work is a top priority and is being approached with thoughtful consideration to ensure alignment with our school's mission, vision, and long-term goals.

In addition, staff and students are focused on maintaining strong academic progress, reinforcing expectations, and finishing the year with purpose and achievement. We remain committed to providing a supportive and engaging learning environment as we move toward the conclusion of the school year.

Quarter 3 Data Review

In alignment with the school's continuous improvement goal, Quarter 3 data have been analyzed across several key domains: behavior, suspensions, attendance, and course performance. The following summarizes current trends and areas requiring continued attention.

Behavior: Minor and Major Incidents

Quarter 3 behavior data reflect the school's ongoing efforts to strengthen Tier 1 expectations and social–emotional supports.

- A total of **134 minor incidents** were recorded during Quarter 3.
- **27 major incidents** were documented and addressed through office-managed interventions. This remains relatively low compared to the beginning of the school year.

Initial review of the data indicates that trends in both minor and major incidents remain consistent with Quarter 2. This suggests that our continued focus on strengthening Tier 1 expectations and social–emotional support is sustaining positive outcomes.

Suspensions

Suspension data remain a critical indicator of school climate and student support needs.

- **22 suspensions** occurred during Quarter 3, including **5 in-school** and **17 out-of-school** suspensions.

The administrative team continues to prioritize restorative practices and individualized behavioral interventions and plans to reduce the need for exclusionary discipline while maintaining a safe and supportive learning environment. In addition, Dr. Amy has developed a nicotine and drug prevention program to support student education and awareness in these areas.

Attendance

Attendance remains one of the strongest predictors of academic progress.

- Quarter 3 average daily attendance was **86%.** A five percent increase from Q1.
- **44%** of students were identified as chronically absent (missing 10% or more of school days), which remains consistent with Quarter 2. We believe contributing factors include increased ICE presence in communities and student illness, both of which have impacted attendance trends**.**
- **12%** of students had perfect attendance. A five percent increase from Quarter 1.

Increased communication with families, targeted attendance initiatives, and referrals to appropriate support services are being implemented to improve attendance rates and reduce chronic absenteeism. In addition, Parent Information Meetings (PIM) in collaboration with the Olmsted County District Attorney's Office are being held to provide families with information, resources, and support related to attendance expectations and barriers.

Course Performance: Students Not Passing

Quarter 3 grade reporting shows:

- **12% of students** are currently not passing one or more courses. A 12% decrease since Quarter 2.

Quarter 3 grade reporting shows that 12% of students are currently not passing one or more courses, reflecting a 12% decrease from Quarter 2. While there continues to be some overlap between failing grades, attendance concerns, and behavioral incidents, the overall decline suggests that current interventions are having a positive impact. Moving forward, the focus will remain on targeted supports such as learning labs, independent studies, and credit recovery to help students stay on track for graduation.

Conclusion

Overall, Quarter 3 data reflect continued stability and gradual improvement across key indicators. Behavior trends remain consistent with Quarter 2, with relatively low levels of minor and major incidents. While suspensions and chronic absenteeism continue to be areas of focus, current interventions and supports are being sustained to promote positive outcomes. Academic performance shows improvement, with a decrease in the percentage of students not passing courses. Moving forward, the school will continue to strengthen attendance initiatives, restorative practices, and academic interventions to support student success and maintain progress into Quarter 4.

2025-2026 School Year Enrollment Total as of 4/8/26 Total:114 SPED: 80%

6	7	8	9	10	11	12
6	13	12	14	20	21	23 + 5

- RBA Personal Resignations
  N/A
- RBA Personnel New Hires
  Sammy Duarte, Special Education Paraprofessional, effective April 6th, $21.50hr
- RBA Personal Terminations
  N/A

3. Change in Authorizer Process
   Innovative Quality Schools (IQS)
   Volunteers of America (VOA)
   Minnesota office of Charter Authorizing (MOCHA)

   IQS
   -needed for IQS - Mutual letter of transfer
   -Guild Summary of performance
   -positive will help RBA grow
   -has more oversight
   MOCHA
   -has few schools and would have closer contact
   VOC
   -14 Schools

   Each authorizer is aware of
   -RBA situation in losing of the Guild as an authorizer
   -May 2025 employee complaint
   -Support of IEP
   -student behavior
   Corrective Action Plan discussed
   -close gaps
   -follow up with looking into investigation led by former Board Chair
   -be sure we are following MN state standards.

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Consent Agenda:

3. Approval of March 19, 2026 minutes

4. Approval of human resources actions

Move	**Second Vote**	**Motion**
approved	Elisa	Lizzi

Name	**Attendance**
Ellen Nelson, Chair	aye
Elisa Bruske, Vice Chair	aye
Christina Pruka, Treasurer	aye
Khristie Cano, Secretary	aye

Name	Attendance
Lizzi Clobes, Teacher Member	aye
Kate Cook, Teacher Member	aye
Jori Eidem, Parent Member	No vote

New Business:

5. Approval of 2025-2026 Budget Revision with the addition of $10,000 for Professional Development

Move	Second Vote	Motion
approved	Khristie	Elisa

Name	Attendance
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	No vote

6. Approval of policy committee recommendations
   - 201: Legal Status of the Charter School Board of Directors
   - 202: School Board Officers
   - 204: Charter School Board Meeting Minutes
   - 205: Open Meetings and Closed Meetings
   - 206: Participation in Charter School Board Meetings/Complaints About Persons at Charter School Board Meetings and Data Privacy Considerations
   - 207: Public Hearings
   - 209: Code of Ethics
   - 210: Conflict of Interest - Charter School Board Members
   - 211: Criminal or Civil Action Against Charter School, Charter School Board Member, Employee or Student
   - 212: Charter School Board Member Development and Training
   - 213: Charter School Board Committees
   - 215: Board Election Process
   - 301: Charter School Administration
   - 302: Executive Director
   - 303: Executive Director Selection

- 304: Executive Director Contract, Duties, and Evaluation
- 306: Administrator Code of Ethics
- 414: Mandated Reporting of Child Neglect or Physical or Sexual Abuse
- 415: Mandated Reporting of Maltreatment of Vulnerable Adults
- 420: Communicable Diseases
- 421: Gifts to Employees and Charter School Board Members
- 512: School- Sponsored Student Publications and Activities

Move	**Second Vote**	**Motion**
approved	Christina	Kate

Name	**Attendance**
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	No vote

7. Approval to initiate Change in Authorizer process with the following potential authorizers:
   Volunteers of America (VOA)
   Innovative Quality Schools (IQS)
   Minnesota Office of Charter Authorizing (MOChA)

Move	**Second Vote**	**Motion**
approved	Elisa	Lizzi

Name	**Attendance**
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	No vote

8. Set board retreat dates
   -August 1st 2026

9. Logo Redesign- Local designers contacted
   -J Hurley Design
   -Asteria Creative

10. Added calendar dates
   -Annual DAC/CACR meeting date will be October 8, 2026
   -MCA testing will be Apr. 12-23
   -Other assessments will be Fastbridge aReading and aMath, Capti ReadBasix

Move	**Second Vote**	**Motion**
approved	Elisa	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	No vote

Upcoming Committee Meetings:

Community Outreach and Recruitment Committee (CORC): Monday, May 11, 2026 at 5:00 P.M.
District Advisory Committee (DAC): Thursday, May 14, 2026 at 5:00 P.M.
Facilities Committee: Monday, May 4, 2026 at 5:00 P.M.
Finance Committee: Thursday, May 21, 2026 at 5:00 P.M.
Governance Committee: TBD
Policy Committee: Tuesday, May 5, 2026 at 5:00 P.M.

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

RBA Events: Prom - April 18, Spring Fling - May 1, Board Elections - May 13, Graduation - May 29

Next Meeting: Next regular Board Meeting is on Thursday, May 21, 2026 at 6:00 pm, in person

Adjourn Meeting: 7:29pm

Move	Second Vote	Motion
approved	Lizzi	Elisa

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	No vote