

Members Present: C. Brown, N. Donnay, J. Gottschalk, R. Hajlo, D. Keyes, S. Mueller

Members Absent: K. Denzer, J. Markoe, K. Pleticha

Board Advisors Present: J. Gutierrez, K. Gutierrez, W. Renner

Call to Order

S. Mueller called the board meeting to order at 6:15 pm.

Open Forum

There were no requests to speak at the Open Forum.

Consent Agenda

Agenda includes the Board Minutes from April 28, 2020, Executive Director's Report, the Board Calendar, Strategic Plan, and the 2020-2021 Renewal for Membership in the MSHSL.

Motion to approve the Consent Agenda: B. Hajlo

Second: N. Donnay

Approved: All

Board Election Update – N. Donnay

At this time, there have been 164 total votes cast. Election closes at 11:59 pm on Tuesday, May 19. Election results will be posted in Friday's Parent Update. There was discussion.

Charter Contract Renewal

The Charter Contract Renewal will extend to June 30, 2025. No changes to the Goals/Outcomes, Exhibit F since previously presented. Statements of Assurance, Exhibit K will need to be signed by all directors.

Motion to approve the Charter Contract Renewal with Friends of Education: D.

Keyes

Second: J. Gottschalk

Approved: All

2020-2021 Budget Approval

Changes to the final 2020-2021 budget from the preliminary budget is as follows:

- In the General Fund, a reduction of \$7,000 in the projected annual surplus which is comprised of a \$62,000 increase in revenues in State Special Education, \$9,000 decrease in Extra-Curricular Fees as this Booster revenue was included in both 'Fundraising Boosters' and 'Extra-Curricular Fees', a \$68,000 increase in State Special Education expenses for increased staffing projections and a \$8,000 decrease in Booster 'use of funds'.
- FY 21 School Wide Summary:

- Total Revenues \$15, 214,000, Total Expenditures \$15,156,000, Projected Annual Surplus \$58,000, Projected Fund Balance \$4,557,000.
- Fund Balance 30%, Debt Service Coverage 1.24, Days Cash on Hand 90.
- General Fund:
 - Total Revenues \$14,574,000, Total Expenditures \$14,530,000, Projected Annual Surplus \$44,000, Projected Fund Balance \$4,035,000.
 - FY21 Enrollment 1225
- Fund 2 Food Service
 - Projected Annual Surplus \$2,000, Projected Fund Balance \$325,000.
- Fund 4 Community Service
 - Projected Annual Surplus \$13,000, Projected Fund Balance \$96,000.

Using assumptions used in the current budget model, our long term budget is staying solid. All metrics (fund balance, debt service coverage and days cash on hand) are above target numbers.

Motion to adopt the 2020-2021 Budget as expressed: S. Mueller
 Second: C. Brown
 Approved: All

Employee Handbook - Review

Minimal changes to the 2020-2021 Employee Handbook:

- Font reflect the new branding and dates updated to 2020-2021.
- Bereavement Policy now includes all employees whereas it had previously applied to exempt or salaried employees.
- Holiday dates have been updated to match the 2020-2021 school calendar.

2020-2021 Compensation Plan Approval

Highlights to the edits to the Compensation Plan as follows:

- Font has been updated to reflect the new branding and dates updated to 2020-2021.
- Teacher overload rates have been increased 2% which aligns with the school funding increase.
- Appendix D: Staff Stipend Schedule and Hourly Rates addition of 4 new Advisory Leads in the Upper School (work on curriculum development and keeping consistent throughout all the grades)
- Appendix F: Substitute and Seasonal Employee Compensation Rates have been updated to align with the budget and includes seasonal administrative workers previously omitted.

There was discussion.

Motion to approve the 2020-2021 Compensation Plan as presented: J. Gottschalk
 Second: N. Donnay
 Approved: All

Shane Mueller, Transition to Community Board Member

Shane's son will be graduating at the end of May so he will no longer be able to serve on the Board of Directors as a parent member. To maintain continuity and sustainability, as

of June 1, 2020, propose transferring Shane to a community board member to serve out the remainder of his term, which is one more year. There was discussion.

Motion to approve Shane Mueller to move from a parent board member to a community board member as of June 1, 2020: D. Keyes
Second: N. Donnay
Approved: All (Shane abstained from voting)

COVID-19

As a whole, distance learning has been going well throughout K-12. Average student participation has been between 95%-98%.

- COVID protocols have been established – wear masks in common areas, etc.
- Focus on ensuring full classes and enrollment for the fall.
- Families will keep their Chromebook in case a component of distance learning extends into fall.
- Graduation and awards ceremony will be done virtually with the work of a local production company.
- Making plans for what the school environment will potentially look like for the fall: temperature kiosks, processes/protocols, etc.
- Board meetings can be conducted remotely under pandemic statutes as long as we announce and the public is able to access.

Adjourn Meeting

Motion to adjourn the meeting at 7:26 pm: B. Hajlo
Second: J. Gottschalk
Approved: All

Submitted by S. Peterson, St. Croix Preparatory Academy